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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MEETING
To be held at City Hall rm 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

1/22/03

5:30 pm Wednesday, January 22, 200~~2~~3

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AGENDA

1. *(ACTION) Roll Call*
2. *(ACTION) Review and approval of* November 26, *2002 meeting minutes*
   (public comments)
3. *(DISCUSSION) Chief Probation Officer's Report:*
   - *a. Status of Budget FY 03-04*
   - *b. Status of Juvenile Hall Replacement Project* ***explanatory document: monthly report for Nov/Dec '02.*

   (public comments)
1. *Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission*
   (public comments)
5. *(DISCUSSION) Recommendations from the general public to the Juvenile Probation Commission regarding implementation of FY 03-04 Budget Reductions.*
2. *(DISCUSSION) Presentation on progress of the Gang Free Communities Initiative.*
   (public comments)
3. *(DISCUSSION) Report on current status of the Chaplaincy Program, and its future plans.*
   (public comments)
4. *Committee Chair Reports*
   Program Committee: report on the discussions held in meeting of Feb. 21, 2003
   (public comments)
5. *Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission*
6. *(DISCUSSION) Announcements, requests for future agenda items.*
   7. *Election of Commission officers for year 2003.*
8. *(ACTION) Adjournment*

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office by January 17. Please call the office to make arrangements.)

Jan 15, 2003

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

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1/22/03

MINUTES OF JANUARY 22, 2003 REGULAR MEETING
held at City Hall rm 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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1. (ACTION) Roll Call
The meeting was called to order by the President at 6:08pm. Comms. Ricci, Richard, and Dupre were present at the gavel. Comms. Chuck and Bonilla were excused.

2. (ACTION) Review and approval of November 26, 2002 meeting minutes
The minutes were approved as written.
(public comments)
There was none.

3. (DISCUSSION) Chief Probation Officer's Report:
   a. Status of Budget FY 03-04
   Mark Lui, Acting Finance Director, reviewed what was stated in his last report of Nov. '02. There is little change except the growing City deficit is now almost double what it was projected as back then.
   The 3% reduction went in to the Mayor's office last Dec. 9. The expected reduction from General Fund support in the upcoming year is about 12% (approx. $2.5 mil). The Dept is still in the process of reviewing its situation, trying to reduce expenses such as workers' comp and OT, while increasing revenues such as Title IVe which helps pay for PO salaries (those involved in foster care services). There was no information about possible staff reductions.
   b. Status of Juvenile Hall Replacement
   Chris Bigelow reported that bids were due one week from today, with a hoped for construction start of April 1. The bids for construction management services are also due, next Monday. The sale of the certificates of participation may be delayed due to a conflicting solicitation of a financing device, slated to be done at the same time. This may delay our financing for a couple of weeks.
   (public comments)
   There was none.

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There was none.

5. (DISCUSSION) Recommendations from the general public to the Juvenile Probation Commission regarding implementation of FY 03-04 budget reductions.
There was none.

6. (DISCUSSION) Presentation on progress of the Gang Free Communities Initiative.
David Mauroff, Coordinator, briefly described the work being done by a large collaborative of City agencies and CBOs, under a $150K grant from the Office of Juvenile Justice and Delinquency Prevention (Wash.DC) in 2001, for assessing the gang problems in SF. A final Assessment report has been completed and submitted to the Feds, and we are awaiting an implementation grant to go forward with some of the recommendations of the assessment report. The process has been very successful in opening up communications among City agencies, and there has been wide participation by CBOs in the preparing of the groundwork. This has helped in leveraging other grants garnered by the City (Dept of Public Health) to extend and complement this work (eg. a newcomer women program). There is another program serving the outer Mission and Excelsior districts. Initial activities toward the implementation phase are already underway (identified communitities: Bayview and Mission). [the complete assessment report will be available on the DCYF website]
   (public comments)
   There was none.

7. (DISCUSSION) Report on current status of the Chaplaincy Program, and its future plans.
Dan Daniels of the SF Interfaith Council read a prepared statement which recounted the successes of the Chaplaincy program, and re-affirmed its commitment to the program, while

acknowledging that there were no more funds to support it. Funding will end at the conclusion of Jan. 03. He called upon the Dept to work with them to firm up the financial support of this program for continuing service.

Rev. Alan Jones re iterated the Council's support and asked for a meeting with the CPO to secure the health of this program.

Both Comms. Ricci and Dupre expressed their support of the Chaplaincy program.

Tim Diestal, Dir. of Juvenile Hall, spoke in support of Rev. Dunbar.

(public comments)

One young woman who used to be in Juvenile Hall spoke in support of Rev. Dunbar and the program.

One minister who comes up on weekends also spoke in support.

8. Committee Chair Reports

Program Committee: report on the discussions held in meeting of Feb. 21, 2003

The item was tabled until the next meeting.

(public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

Ntanya Lee said that she would be concerned if the budget was dealt with in the same manner it was last year, with committee and full Commission action done in immediate succession of each other. She said there should be enough time between the two for the public to digest the budget.

10 (DISCUSSION) Announcements, requests for future agenda items.

. Election of Commission officers for year 2003.

The CPO said that at the next meeting, the Dept will present two formats of monthly reports, for which they will want feedback from the Commission.

Comm. Richard wanted to have an update on LCRS and the results of meetings the Assistant Chief has been having there.

Comm. Hale announced a meeting at Thurgood Marshall happening the upcoming Saturday.

He also mentioned that the Chief was given an award during this year's Martin Luther King breakfast.

11 (ACTION) Adjournment

There being no further business, the meeting was adjourned at 7:24pm.

NOTICE Of A SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at Youth Guidance Center Cafeteria
375 Woodside ave
San Francisco, CA 94127

5:30 pm Wednesday, February 19, 2003

AGENDA

1. (ACTION) Roll Call

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

3. (ACTION) Review and action to approve the Juvenile Probation Department's FY 2003-04 budget for submission to the Mayor. **explanatory document: FY 2003-04 annual budget (public comments)

4 (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office. Please call the office: 753 7870 to make arrangements.)

February 5, 2003

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MINUTES of the SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
held February 19, 2003 at Youth Guidance Center Cafeteria 375 Woodside ave San Francisco, CA 94127

1. (ACTION) Roll Call
The meeting was called to order by the President at 5:50pm Comms. Dupre, Bonilla, Chuck, Ricci were present at the gavel. Comm. Richard arrived at 6:05pm

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Comm Hale commented that the whole budget process has been difficult, and he encouraged all to continue to push it at every step, with others who play a different role than the Commission.
(The following speakers, some fully identified, others partially, all spoke compassionately about their issues, especially those who spoke to the value and benefits of Log Cabin Ranch. The minutes only record their position on the issue and not the complete flavor of their presentations).
Bruce Fisher, Exec Dir of Huckleberry Youth Programs, spoke against the proposed cut to the Status Offender contract. The cuts would prevent them from continuing their family reunification counseling services. He also asked that if other revenues were found, that they be considered for restoring the cut amounts. Toni Taylor, Director of Prog Operations, noted that they have been able to reduce out of home placements from 100 when they first started, to 6 last year, at great savings to the City.
A rep from SEIU local 790 spoke in support of Huckleberry Youth Programs.
Comm Hale commented that the Commission was put here to make tough decisions. They have an obligation to Mayor Brown to submit a budget according to the instructions given the Dept. Because they face a financial crises, they have no choice but make difficult decisions. But regardless of tonight's outcome, he hoped everyone will be inspired. If there are other options to avoid the cuts, they'll try to find it.
Joe Berkowitz, counselor at LCR, read a statement from staff in opposition to closing LCR. The letter recounted all the improvements being made to the operations at LCR, and accomplishments of youth, and said that the proposal to close LCR violated the Dept's own stated priorities (on pg 2 of their budget memo). He presented an alternative plan for accomplishing the reductions without closing LCR. He also shared verbal vignettes of images from the Ranch, over the years.
Pastor Josiah Bell recounted his own journey from the streets to his current place and opposed the closing of LCR. He suggested that there are many resources like local colleges/universities where interns could be enlisted to work with the youth.
Jane____, Kim Nelson, Writers' Corps, spoke in opposition to closing LCR.
______Read a poem written by a ranch resident.
Tracy Haynes, counselor at LCR, who's been working at LCR for 23 yrs spoke in opposition to LCR. He recounted the lessons in his life that led him to work with youth at LCR, and help guide them through their own lives.
Craig Turner, who volunteers Sundays at LCR, opposed closing LCR. He commented that it was the Commission's responsibility to find another way.
Jack Jacqua asked the Dept what other programs the youth who be referred to. He said that it is just a question of priority. We need to take care of our children and not send them off to others even further away.
Darryl Ford, Trauma Foundation opposed the closing of LCR.
A former resident of LCR spoke against closing LCR citing how it helped him and can help others.
Orville Luster, Exec Dir of Youth For Service, commented that he must have been the first African American resident there in 1956. He commented that 'we' have to find a way to keep LCR. Like Youth for Service had some significant individuals supporting them (eg. Cahill construction). He offered to help the Chief in any way possible to keep it.
John Staples, an Engineer at LCR. Opposed closing LCR. He said that there are very rich mineral deposits in the area (eg. oil). He said that others have drilled 13 holes and 12 of them produced oil. He said that the full value of the ranch is not yet known, beyond what it already does for the youth.
A former resident of LCR recounted his own experience and how LCR and staff (T. Haynes) kept him from probably ending up wasting his life. He said LCR was a great resource for young people and he opposed its closing.

Elizabeth Siggins, Exec Dir of the Volunteer Auxiliary of YGC read a letter from her Board, opposing the closing of LCR.

Three recent graduates of LCR (Marcus Oliver, Martin Gallegos, Daniel Agamoto) spoke against the closing, and described some of the good things they learned there and how it's helping them now.

A former LCR resident (Keshaun), spoke about his experience there and how it helped him get his plans together. He is now awaiting transfer to SF State where he hopes to study real estate. He opposed the closing of LCR. It is a question about the future.

Jim Fithian, Asst Principal at LCR, reviewed some of the improvements made to the school program and what the youth have been able to accomplish (getting high school credits, GED, etc). He offered that there were other ways of meeting the Dept budget without cutting LCR. He said that all divisions of JPD could take a 10% cut, all indirect support services (eg. his own) in probation could be cut for now until the budget picture gets better.

He encouraged the Commission to not approve the LCR cut, to increase the number of residents there to 50 (thus reducing placement costs), and to just tell the Bd of Supes that there is no way to cut Juvenile Probation.

Kent Eagleson, SF Boys and Girls Home, repeated his previous testimony to the Finance Comm. that his experience (in running the shelter and Transition House) tells him that there are no CBOs capable of working with the types of youth now in LCR, and that without LCR there would simply be more CYA placements. LCR is a refuge for many kids would who not be alive today if not for LCR.

Enola Maxwell, Potrero Hill Neighborhood House, opposed the closing of LCR.

Hardy Chu, a graduate of LCR, spoke highly of LCR and said that it is a needed resource for youth like him. It gave him the time to think and the staff guided him towards a more positive road.

Betty Souch, an English/science teacher at LCR read a letter from residents there, opposing the closing of LCR. She emphatically stood against closing LCR.

Jim __, a graduate of LCR in 1961. Opposed LCR closing, and offered to help organize events/activities to raise funds to keep it open.

John ___a grad of LCR, spent 26 mos there. He spoke highly of the ranch and opposed its closing.

Another grad of LCR, spoke of his experiences and how he improved (he now goes to City College, and is on the baseball team), and opposed the closing.

Josh___, the SLUG horticulture program, described the services and program they run at LCR, and said it was an incredible place for youth to learn many things. He cited a study which was trying to get every classroom in the state to include environmental based education. This might be a source of financial support for the LCR programs. He mentioned some of the support they have been able to generate (since no support comes from the JPD), and entrepreneurial opportunities, but some of this is on hold due to the Dept's plan to close LCR. He opposed the closing.

Jane Siegal, a NFTE instructor at LCR described some of the positive outcomes of their program there. She opposed LCR's closing.

Kathy ___, spoke in opposition to LCR's closing. Mentioned the story done by the NY Times.

Liller B. Jackson, counselor at LCR, referred to a letter of support by an East Bay group. She revisited some of the groundbreaking programs there at LCR, that do not exist in any other ranch programs. Even CYA used one of them as a model. She called the Ranch a model for the state and nation.

Nicole Salgado, SLUG native plant manager, spoke in opposition to the closing.

Another supporter spoke in opposition to closing LCR.

Donald Sanders, Director of LCR. Spoke emphatically against closing LCR and losing this valuable resource for working with our youth.

3. (ACTION) Review and action to approve the Juvenile Probation Department's FY 2003-04 budget for submission to the Mayor.

Comm. Hale commented that this situation reminded him of a saying: managers have to do things right, leaders have to do the right thing. He said that there will be times when people like the Commission will be at odds with people who have the responsibility of doing things right. He said he was heartened by the level of compassion and understanding expressed for the Chief and staff. He said he understood the message given to the Commission, to find another way. He said he didn't know where the discussion was going to go. He asked the Chief when was the very last date the Commission could provide a final decision. The Chief said that the Dept had to submit the budget on the 21st, and could not do that without the Commission's approval tonight. He went further to say that once the budget was submitted, then that started another process whereby the Controller/Mayor's budget office begins a discussion with departments to finalize budgets for final submission to the Bd of Supervisors by June 1. He said that during that time, if the Dept comes up with another plan which achieves the bottom line, that the Mayor's office and Controller would be willing to entertain a discussion about it. He wouldn't guarantee this. He said that their office has the authority to accept or reject any aspect of the submitted budget.

Comm Hale asked what the impact would be of not rendering a decision until Friday. The Chief said that it would entail putting in all the new figures into the system, preparing the new document for submission, and making sure the new plan meet the reduction goals. Could this be done depends on the scope of the changes.

Comm. Hale suggested that in the discussion, when options are presented, eg. Mr. Fithian's suggestions, that the staff prepare responses to those options.

The Chief stated that this proposed plan was in preparation as early as Oct. of last year. It involved meetings with everyone concerned with the Department's budget: CBOs to all staff in the Dept. This document is the result of all those meetings, and everyone had ample opportunity to comment on it. The level of diligence was high. The Dept did not construct this lightly. The bottom line is, given the drastic and severe nature of the City's situation, decisions of this magnitude are the order of the day. He acknowledged that the LCR staff had rose to the challenges put to them by the Chief, to improve, but he absolutely and unequivocally recommend the Commission approve the proposed budget.

He suggested that all the speakers who spoke about the good they were doing there, come up with an alternate plan to run the ranch themselves. To contract for the services that the Dept will give $1 mil to.

He asked, who could make a case for what to do with the young men at LCR, than those already doing it now. He said that while he and the Commission couldn't give that direction, the people who spoke have the expertise to do it and carry the day.

Comm. Ricci asked the Chief what experience the Dept has had in "renting" bed space at LCR.

The Chief answered that he has a list of other ranches that could take residents from LCR, but he has not entered into dialog with them regarding costs. He said that the cost of contracting out for 20 to 25 beds would be somewhere in the neighborhood of $800K to $1.2mil.

Comm. Bonilla commented that he liked what was happening at LCR, that it was a very positive place. He said he isn't in support of cutting LCR. He wanted to look at the budget a little deeper. He didn't believe it was right to contract out something so important.

Comm. Ricci asked the Chief what would happen if we made a case for not cutting the budget 20%, that the City's priority should be to maintain this Dept's services? The Chief said he wasn't sure that was an option available to them.

Comm. Ricci asked what the estimated costs were for just maintaining the security at LCR once it's closed. The estimate is $80K a year to put up the fences and hire a security outfit.

The Chief said that some of the assumptions that using vacant positions would add up to a savings alternative to closing LCR were not valid. For this first round, everything was looked at, including revenue enhancements, and reduction of workmen's comp.

Comm. Hale asked about the option of cutting POs. The Chief said that in order to realize any significant savings from cutting POs, it would take 3 positions to save the cost of 1, since 2/3 of a POs salary is reimbursed through the IVe funds. The Dept is banking on a vacancy of 5 to 10 POs in the next year's budget.

The Dept is also required to have POs perform duties for the courts.

Comm Richard emphatically opposed the proposal to close LCR.

The Chief mentioned that one way of increasing Dept revenues would be to sell off parts of the property there, and they have a reading from the City Attorney that this would be allowed, but they have taken no current actions to do this, and in fact cannot afford the $10K appraisal fee to get the value of the property assessed. Additionally, there's no guarantee that there would be a buyer.

Comm Richard asked if the Commission would be willing to sit down and come up with another plan.

Comm. Hale said that a decision has to be made tonight. He said that he has always been in support of LCR, but when he came on the Commission, the Dept was implementing the Local Action Plan, which did not include LCR. He spoke highly of the Chief in preparing the budget. He repeated the other options available, from selling the property to getting a collaboration of CBOs to come up with an operational plan.

Comm Chuck said that he liked the idea of CBOs taking over services, but this would need to be carefully crafted. He recounted that the LCR facility has a lot of deferred maintenance needs, but there isn't enough time to resolve all this, given the need to make a decision tonight and move on.

Comm Richard asked again for clarification. If the Commission approved this budget, then LCR would close on July 1, and the youth there would be shipped off to CYA or brought back to JH?

Comm Hale said it wouldn't be as easy as that. He stated that the recommendation the Commission makes tonight is just a recommendation. There may be others who disagree and can direct the Dept to come up with another plan. Comm. Richard made a point that if the Commission makes this decision to accept closing LCR, that probably nobody in the Mayor's office will disagree, since the Commission is charged with directing this Dept. There is nobody in that office more familiar with the Dept's operations than the Commission and if the Commission said to shut down LCR, the Mayor's office will simply agree.

Comm. Bonilla asked if there were other options to choose from, why were they not considered in first in this round of cuts, rather than LCR.

The Chief said that the bottom line was that this was the simplest solution since the dollar amount made up approx. that 10% requirement.

Comm. Bonilla asked how long ago had the Dept identified the potential of renting out bedspace at LCR as a means of generating $80-$120K in revenue. The Chief answered referring to the problems of identifying a contractor to take over the services and operation of LCR.

Comm. Bonilla echoed what Comm Richard thought, that if the Commission approves the cut, nobody in the Mayor's office will dispute that.

Comm. Chuck asked if it was possible to have an audience with the Mayor to make a case against closing LCR.

Comm. Hale said that within the allowances of the Sunshine Act, the Commission could meet with the Mayor. But right now the Commission needs to decide if it will move this process forward tonight. He said that if the Commission doesn't do it tonight, someone else will make the decisions for them. He said that while he hated making this decision, he was reminded that the Mayor said the Commission needs to be his eyes and ears to making sound decisions regarding the Dept.

Comm Ricci expressed her dismay that as the Chair of the Finance Committee of the Commission, she wasn't given any information or "early warning" about the possible cut, that no documents were given to her in a timely manner so she could see line by line the Dept's budget plan, and might have a chance to lobby those needed to support the Dept. She said she agreed we all had to lobby to help the Dept, but how do you lobby without the facts? Without the documents and the time, there is no possible way of evaluating and making adjustments. She acknowledged that the Finance division of the Dept may be under some pressure, but this was not acceptable.

The Chief said he understood the frustration expressed by Comm. Ricci. He said that this document was only the reduction plan being proposed, but that in one form or other through the year, the Dept has presented the Dept's budget to the Commission for consideration.

Comm. Bonilla asked if there were other plans the Dept had available to offer.

The Chief said no.

Comm. Bonilla commented that he understood that the entire City was under the knife and that Depts were cutting their budgets, but in referring to Comm. Hale's example of the Health Dept's cut on services, he said it was just that, cutting services, and not cutting a full division of their operations, such as Laguna Honda hospital. He likened the Probation's cut of LCR to Public Health shutting down the hospital. He wants to explore other fiscal avenues which may not have been considered. He didn't want to look toward the short term fiscal benefits over the longterm treatment benefits for the youth.

Comm. Dupre asked if LCR could continue to be operated at a 5% cut, so that it wasn't "zeroed out" in this first round of cuts.

The Chief said that if the Commission wanted to carry on a discussion about what other possibilities might be available, he would be willing to do that up to the deadline for submission of this budget, but he said he understood that this was not an option that had.

He said that among the restrictions on this process was the question of whether what they came up with in the end met the directives of the Mayor, and if they didn't, the Dept wouldn't then have the ability to make the decisions. He said the directions from the Mayor gave exemptions to the

submission date, for exceptional cases, but he couldn't say whether this was an exceptional case.
Comm. Hale said that this was not the end of the process. There are still opportunities to find other ways, after tonight.
Comm. Bonilla asked why LCR was placed in the first round of cuts and not the second. The Chief replied that the plan had to concretely show a 10% reduction in expenses, and the cuts he is considering for the second round are not as firm (softer)...the numbers attached to them are not exact and cannot be guaranteed. LCR was the single most concrete reduction.
Comm. Hale entertained a motion to approve the proposed budget cut.
Comm. Chuck so moved. Comm. Dupre seconded.
Comm. Hale said he fully expected that everyone would meet with the Mayor to express their concern over this plan. He repeated that he would rather have the Commission make this decision rather than have someone else make it for them.
Comm. Ricci asked if there was the chance that in the later rounds, LCR could be put back in.
Comm. Hale said absolutely. This was just a recommendation. The Commission is being asked to make a decision that is inappropriate, in order to meet a deadline. He encouraged the Commissioners to access their allies on the Board of Supervisors, to tap into other pots of money in the City. But he repeated that the Commission had a responsibility to meet the submission deadline.
The question was called. By roll call vote: 3 ayes (Comm. Hale, Dupre, Chuck), 3 nays (Comm. Ricci, Richard, Bonilla) The motion failed.
Comm. Bonilla commented that he was not comfortable with passing this budget on the assumption that they could still come back and make alterations later. He felt that by approving it and passing it on to the Mayor, that the Mayor would accept it at face value, because the Commission is charged with making the best decisions for the Dept. Once the Commission that budget go, they would lose control over it.
Comm Chuck asked then what the consequences are if the deadline is missed. Who makes the decision.
Comm. Hale said he was concerned, because if they don't want to cut LCR, then where are the other options in the budget for cuts?
Comm. Bonilla repeated his agreement with Comm. Ricci, that there was no opportunity to review the Dept's budget to find any other options, since the document being discussed at this meeting was only given to the Commission before this meeting. Similarly with the Finance Comm. there was no opportunity to digest the budget, line item by line item, before an action was called for.
This may be above and beyond the call of duty but this is what he would have liked to do.
Comm. Bonilla asked the City Attorney if the meeting could be continued to tomorrow. She spoke off mike but essentially said no.
The Chief said that he could not submit the budget without the Commission's approval, but if he did not do so by the deadline that the Controller's and Mayor's office will make those cuts for the Dept.
Comm. Hale said that any continuance of this meeting would be a violation of the Sunshine Ordinance and that there are no other options but to take action tonight.
This was echoed by Rosa Sanchez, Dep. City Attorney. She recommended that they make the decision tonight. If it is postponed, the Commission runs the risk of being sued.
Comm Ricci requested for the second round cuts, that she be provided with a detailed budget document which shows specific line items, in enough time to really comb through it. This was seconded by Comm. Bonilla.
Comm. Bonilla further said that he appreciated the efforts of the Dept in meeting the deadline, and that he still felt that while he disagreed with the proposal, that upon advice of the City Attorney's office, the Commission had no choice but to act on the proposal tonight to avoid any further legal or financial ramifications of a missed deadline.
Comm Dupre moved to approve the proposed budget cuts. Comm. Chuck seconded. Comm. Hale stated that he will write a letter to the Mayor to impress him with the strong feelings expressed by the speakers regarding the closing of LCR. He also will ask for a meeting with the Mayor to convey those sentiments. **The question was called and upon roll call vote there were 5 ayes (Comm. Hale, Dupre, Chuck, Bonilla, Ricci) and 1 nay (Comm. Richard)**. Comm. Bonilla stated for the record that due to the legal ramifications referred to before and not because they support the motion, both he and Comm. Ricci decided to change their vote. He will now will attempt to move forward and find the money to keep LCR open.

Comm. Hale thanked everyone for coming and expressing themselves over the issue. He encouraged everyone to continue to pursue ways of lobbying for a different end.

(public comments) There was none.

4 (ACTION) Adjournment
There being no further business, the meeting was adjourned at 10:58 pm.

Juvenile Probation Commission >> Meeting Information >> Full Commission

Juvenile Probation Department

February 27, 2003

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

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To be held at City Hall Room 406

1 Dr. Carlton B Goodlett Place

San Francisco, CA 94102

5:30 pm Thursday, February 27, 2003

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of January 22, 2003 meeting minutes

   (public comments)

3. (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report Jan 03 & Nov.

   (public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Comm

5 (ACTION) Final action to disband the Log Cabin Ranch School Advisory Committee

   (public comments)

6 (ACTION) Acceptance of donation of computers from a law firm. (L. Jackson-Simpson)

   (public comments)

7 (DISCUSSION) Committee Reports

   a. Program Committee meeting of Feb. 25, 2003

   (public comments)

8 (ACTION) Election of Commission Officers for 2003

9 (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office by. Please call the office to make arrangements.)

February 19, 2003

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MINUTES OF FEBRUARY 27, 2003 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
Held at City Hall Room 406 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call
The meeting was called to order by the President at 6:10 pm. Comms. Chuck, Bonilla, Ricci were present at the gavel. Comm. Richard arrived at 6:40 pm.

2. (ACTION) Review and approval of January 22, 2003 meeting minutes
The minutes were approved as written.
(public comments) There was none.

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3. (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report Jan 03 & Dec. 02.
Crhis Bigelow reported that bids were being reviewed both for the project and management services. A decision would be made in 10 days for the contractor and interviews for the management services contract will take place on 3/14. There are no protests on record so that the project timeline is ahead of what was estimated. Construction is slated for late April. (end of his report)
The Chief reported that the Dept. Exec Team has been meeting to comeup with the second round cut plan, which emphasizes revenue enhancement, work furloughs and staff position reductions, and lay-offs. The final doc will be sent to Commissioners by the end of the work day, tomorrow (2/28). The City is still facing a $300 million deficit.
Comm. Ricci said that despite an open invitation to attend the ET meetings to work out a plan, she felt it better to trust the Dept to do the best they could, without having commissioners involved in their process, so she did not attend.
Comm. Hale commended the staff for their work in making difficult decisions and acknowledged the work of Donald Sanders and the SFSU at Log Cabin Ranch.
(public comments)
There was none.

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Joe Berkowitz, Counselor at LCR, read a prepared statement in opposing the planned closing of LCR (complete text in supporting documents file on Commission website).
Jim Fithian, Asst Principal, LCR, restated his belief in the value of LCR, and said it was unfortunate to see others commenting that "nothing was happening" at Cabin. He re iterated that behavior has improved so much that they have had to cancel discipline review hearings time and again, compared to years before where they would have 15-20 a day. He re-constructed (described) an average day at LCR to show the value of the routine and discipline being taught. This program should be a priority for the Dept. He reminded the audience of all those former residents who came back last week to support LCR and how that spoke for the value it was to them.
Tracy Haynes, Counselor at LCR, again asked the Commission to reconsider closing Cabin, recounting the types of youth who need this service. Those who are making negative comments about LCR, are people who have not gone down there and do not know what is going on
Kevin Kerr, Asst. Principal at Woodside Learning Center, spoke in support of LCR. He talked about the difference in appearance and climate between youth in Juvenile Hall and LCR. Those at LCR have a spirit that those in JH are missing.
Kaire Poole, former counselor at LCR, spoke highly of the ranch and said that the young men there learned respect and appreciation of women, among the other positive values and attitudes taught.
Comm. Hale commented that after last week's meeting, he and Comm. Dupre spoke and agreed that there needed to be an Ad Hoc committee to look at funding streams for LCR. He has appointed Comm. Chuck to chair it, with Comms. Ricci and Bonilla as members.

5 (ACTION) Final action to disband the Log Cabin Ranch School Advisory Committee
Comm. Hale reviewed that the Committee was formed during the term of former Comm. Aramburo, but since that time, the Dept came out with a comprehensive plan, which laid out how it was going to move forward and with a vision. This then effectively negated the need for the Advisory Committee, and after discussion with its members, it was recommended by Programs Committee to disband the Advisory

Committee. This will be the opportunity for the full Commission to take final action.
The motion was made, and seconded, and upon voice vote, carried 5-0.
Comm. Bonilla also clarified that this doesn't mean that work on trying to keep LCR open is disbanded.
(public comments) There was none.

6 (ACTION) Acceptance of donation of computers from a law firm. (L. Jackson-Simpson)
Liz Jackson-Simpson reported that for over a year, they have been working on implementing the Youth Development Crime Prevention initiative, which infuses resources at LCR. One of those programs is OpNet, which provides economic development and training to under served populations. They are involved in the information technology and multi media arenas.
Elizabeth Echos and Dawn Fuente of OpNet presented. They said they were very excited about the partnership with juvenile probation and their work with LCR. The youth are really anxious to learn and have opportunities to enrich their lives. The residents will also have access to the OpNet resources in SF (Mission and 6th) once they are out of the ranch. This would include advanced level training, and job placement assistance also.
They are actively searching out other funding to enrich this program.
Through this program, there was a donation of 9 computers from OpNet, via Brobeck, Phleger and Harrison, LLP.
The motion was made to retroactively accept the donation, and seconded, and upon voice vote, carried 6-0.
(public comments) There was none.

7 (DISCUSSION) Committee Reports

a. Program Committee meeting of Feb. 25, 2003

Comm. Hale said he understood there was a problem with this meeting taking place. A joint meeting of the Program and Finance comm. was arranged for LCR. That was canceled because it would have violated the Sunshine Ordinance. Whenever there is a quorum of the Commission, it has to be noted as a Commission meeting. This meeting would have potentially violated the Ordinance. The question of a committee meeting which dealt specifically with a topic such as Log Cabin Ranch could be held at Log Cabin Ranch. Rosa Sanchez said there were exceptions to the city limit rules for meetings. Just to have a regular committee there would not be possible. This would restrict the public's ability to attend. Comm. Hale said the other issue was that LCR poses a security risk for the public.
Comm. Bonilla asked if 2-3 Commissioners wanted to go to LCR, tour and talk to residents, would they have to post that as a meeting. R. Sanchez said that if they were on the same committee, they would be a quorum and could not go there together. If they were not on the same committees, then it would be alright. The ad hoc committee is included in this. If less than a quorum of that committee went down, at different times, that would be okay. Then the meeting could be held here within the city and county.
Comm. Hale said that we risk a claim before the Sunshine Task Force, if we don't follow the letter of the law.
Comm. Hale said that he laid this out as background, because there was another meeting scheduled at Milton Meyer Gym in the Bayview.
Comm. Richard said the meeting was canceled because the Dept had told the providers that the meeting was canceled.
Comm. Ricci asked who has the authority to cancel a meeting if it was posted.
Comm. Hale said that unless there were some extraordinary emergency a meeting wouldn't be canceled. And this meeting wasn't canceled. The only meeting that was canceled was the joint meeting. That was the crux of the confusion because the Dept received that notice and assumed that the meeting was canceled.
Comm. Ricci asked if it was posted, how could there be confusion?
The Chief commented that the Dept originally received a notice that there was going to be Program Committee meeting. Then they received a notice that there was going to be a Program and Finance Committee meeting on the same day, at Log Cabin Ranch. Their assumption at that time was that regular Program Committee meeting had now become the Program and Finance Committee, and that the site and location had been changed from Milton Meyers to Log Cabin Ranch. Then they

subsequently received an email that said please disregard that announcement, the meeting has been canceled. His assumption was that the original Program Committee that was originally scheduled which transformed into a Program/Finance committee was subsequently canceled, therefore there was no meeting. He got calls in his office from his staff who were also confused about whether or not there was a Program Committee meeting scheduled that evening and he said was looking at a notice that said it was canceled. There's no meeting. Then they got a call later saying there were people at the location, that in fact Comm. Richard had shown up. That there were people there expecting a meeting was supposed to happen. So the confusion was around whether or not the Program Committee and the Program/Finance Committee were the same meeting, and that subsequent to the cancellation of the Program/Finance Committee meeting, that in fact, there was no meeting. That was their understanding, that was his interpretation and in the absence of any other clarification that's why he wasn't there and why he articulated to his staff that the meeting had been canceled. Clearly there is no authority to cancel any Commission meeting outside of the Commission. That is not the point of confusion. The confusion was what meeting was scheduled, when by whom, what the intent was and whether there was or was not a meeting. "We've consistently attended every meeting the Commission has scheduled. That's our job, that's what we do and there was no intent on the part of the Dept to supercede or otherwise conflict with the direction and rightful authority of the Commission and its committees. There was a great deal of confusion. We can avoid that kind of confusion. This is not the first time that confusion has arisen around scheduling."

Comm. Ricci said that in the future to avoid any kind of confusion there should be a protocol followed as to who would be the person to clarify whether meetings were canceled.

Comm. Hale said his understanding was the confusion came when Commissioners wanted to go down to Log Cabin Ranch and talk to the residents there, and posted a meeting for this. That meeting was canceled and notice speaking to that joint meeting was sent. That was the only meeting that was canceled. This was just a "situation."

Comm. Richard asked who authorized the meeting to be canceled.

The Chief said that his understanding was that the Commission Secretary canceled it. Or that it was canceled through him on the Commission's authority. He communicated when requested whether or not there was a meeting, he read from the memo that was emailed by the Commission Secretary. That was the source of the information. That was the authority for the cancellation. The communication he had in his hand, emailed from the Commission Secretary.

Comm. Richard said that the canceled meeting was the one at Log Cabin Ranch. He had communicated this to the Secretary once the City Attorney advised against it. But he never canceled the one scheduled in Bayview Hunters Point. That one was still scheduled.

The Chief said he would have been there this time if it had been clear that the meeting was in fact continuing. It was a lack of clarity, it was confusion, with no attempt on the part of the Dept to supercede the Commission's authority. The basis for the communication was the Chief's understanding of what the communication said. The communication clearly says "this meeting has been canceled." It was in reference to the wrong meeting. He takes responsibility for that interpretation but he also thinks that even though this is something that isn't necessarily broken (in reference to Comm. Hale's comments) that there is some room for improvement. He welcomes the opportunity to have a dialog with the Commission on how to improve the general communications between the Dept and the Commission about scheduling of meetings and other issues as well. This is symptomatic of a larger issue.

Comm. Richard commented that he was still trying to figure out where the confusion came, when there were two separate meetings noticed.

The Chief said that both meetings were on the 25th, and that's where the confusion came.

Comm. Richard said that there were two meetings posted. One at Milton Meyers and one at Log Cabin, and only the latter was canceled.

The Chief replied that this is a topic that deserves further discussion and clarification because as an example there's sometimes meetings noticed, meetings posted, and that information doesn't come to his office directly, They have to go out and hunt for it. That should never happen but it does. This issue and the fall out from the experience is symptomatic of other issues that need resolving.

Comm. Ricci suggested moving this item to a personnel committee meeting.

(public comments) There was none.

8 (ACTION) Election of Commission Officers for 2003
Comm. Hale commented that for those who were unfamiliar with the processes, the "practice" of the Commission has been to have the VP "in training" to step up to President. It also started as a one year term. He said it was agreed upon at that time that a two year term gave a President the chance for continuity and could move an agenda. He reported that Comm. Dupre has expressed an interest in assuming that role, but nobody has heard from him today. Comm. Chuck asked if this was absolutely necessary for an action today. The Commission Secretary said that by the Commission's Rules of Authority, the election is set for the first regular meeting after the January meeting.
Comm. Richard nominated Comm. Dupre for President. The nomination was seconded by Comm. Ricci. Due to Comm. Dupre's absence, no action was possible. Comm. Ricci nominated Comm. Chuck for VP. Comm. Chuck declined and in turn nominated Comm. Ricci. Comm. Ricci thanked him for the nomination but declined. The nomination was declined again.
Comm. Bonilla raised a concern for the precedent such a practice (VP assuming the Presidency) might establish. He asked if a VP were absolutely necessary. Comm. Hale said yes. (It is also a part of the Commission's rules).
Comm Hale commended the Dept for their help during his term in office, and said his experience was very rewarding.
R. Sanchez said that the Rules establish clearly the officers of the Commission, and advised against any modification of this rule.
It was decided to table the elections to the March 12 special meeting, when all could be in attendance.
There was no public comment.
A ceremony was held in honor of the work of former Commissioner Elizabeth Rice Grossman, in absentia. Comm. Hale read two certificates: a Proclamation from Mayor Willie L Brown, and a certificate of appreciation from the Juvenile Probation Commission.
Comm. Ricci commented that Elizabeth would be sorely missed on the Commission, and felt that she (Grossman) would be saddened by what is happening to the Ranch now, given all the heart felt work she put in, and the compassion and pride she had for the youth there. Comm. Ricci asked that the staff communicate this to the youth there so they know she really cared about them. Comm. Ricci said she had learned a lot from Elizabeth, sitting on the Finance Committee together.
Comm. Hale announced that a new Commissioner was selected as Elizabeth's replacement. Sean Connolly will be sworn in on Friday March 7 in the Mayor's foyer.
Comm. Hale also asked commissioners to review the new format for the monthly stats and give their input on it.

9 (ACTION) Adjournment
There being no further business, the meeting was adjourned at 7:58 pm.

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NOTICE Of A SPECIAL MEETING of the JUVENILE PROBATION COMMISSION with a portion to be held in CLOSED SESSION

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To be held at Youth Guidance Center Cafeteria
375 Woodside ave
San Francisco, CA 94127

5:30 pm Tuesday, March 11, 2003

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AGENDA

1. (ACTION) Roll Call

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

3. (DISCUSSION) Report from the Finance Committee on contingency cut plan. (JL Ricci)

4 (ACTION) Review and action to approve the Juvenile Probation Department's FY 2003-04 contingency 10% cut plans. **explanatory document: FY 2003-04 annual budget
(public comments)

5. ACTION) Convene in **CLOSED SESSION** pursuant to Govt. Code § 54957, and San Francisco Administrative Code § 67.10(b):

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Positions: Chief Juvenile Probation Officer, Jesse E. Williams
Executive Secretary, Juvenile Probation Commission, Don Chan

(ACTION) Reconvene in **OPEN SESSION** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a)

6 (ACTION) Report on any action taken with respect to employee, in closed session. (SF Admin Code § 67.12(b).

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8. (ACTION) Adjournment

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March 5, 2003

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NOTICE Of MARCH 11, 2003 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION with a portion to be held in CLOSED SESSION

held at Youth Guidance Center Cafeteria 375 Woodside Ave San Francisco, CA 94127

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The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
The President called the meeting to order at 6:15 pm. All commissioners were present at the gavel. Comm. Hale introduced and welcomed the new appointment to the Commission, Sean F. Connolly.

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Comm. Hale reminded all that this was not the time to speak on any agendized item, but other issues regarding juvenile justice that are not agendized tonight.
There was none.

3. (DISCUSSION) Report from the Finance Committee on contingency cut plan. (JL Ricci)
There was no specific report out from committee.

4. (ACTION) Review and action to approve the Juvenile Probation Department's FY 2003-04 contingency 10% reduction plans.
Comm. Hale began by saying that they would take public comment on this item first.
Two representatives from the Boys and Girls Home read a letter from Kent Eagleson that encouraged not cutting 15% of the CBO contracts. A former graduate from the Boys and Girls Home spoke in support of their program.
A young woman spoke in opposition to closing LCR.
Alfredo Bojorquez also gave a vignette of life on the streets, and spoke in opposition to closing LCR and cutting CBO contracts.
Office of Samoan Affairs echoed what the previous speakers said. The communities are underserved and the CBO contracts can't afford to be cut.
James Bryant, local 790, stated that there are outstanding contractual agreements between the City and unions in the matter of LCR, which need to be discussed before any action is taken to close it. He said that 790 is opposed to all the cuts being proposed. He went through the list of cuts and said that if these continue he suspects that the Dept would border on violating statutes that govern the operation of our facilities. He asked the Commission to consider the alternatives presented to the Finance Committee.
Jack Jacqua said that discussions with judges have shown him that without LCR, many of the youth would be referred directly to CYA. He said that in the last 3 referrals to LCR, the Dept had asked for CYA commitment. He raised a question of the propriety of the new Commissioner voting on tonight's proposals, being new to the Commission. He further questioned whether it was a conflict of interest when someone votes on an issue, which in effect benefits his/her employer. He said that there are people in the community who want LCR closed because they can financially benefit.
Comm. Hale stated that all Commissioners have to vote, without abstention, unless there is a legal conflict of interest.
Rich Perino, POA, said that there are 14 PO positions in the YGC budget that are funded, but they are not fired into. He asked if those were kept vacant for salary savings or are they being used to support non civil service positions. He asked about the wisdom of going forward with a larger new juvenile hall, when the money could be used to keep LCR open.
Rev. Toni Dunbar asked where the people should go to influence the higher powers to release the money for the Dept to keep operating.
Gonzalo Fierro, of LCR and JH, again repeated his opposition to LCR's closing.
Joe Berkowitz, LCR, recounted that he had submitted an alternative budget that can allow LCR to

remain open, and hoped the Commission had looked at it. He read a section from the collective bargaining agreement between the City and the union that disallowed the contracting out of city employee performed activities. He further said that it is unbelievable that only last October the Dept came down to LCR and reached a positive understanding of its mission and goals (eg. 'to model and trusting and respectful community') but today, the staff of LCR is having to fight the Dept to keep LCR open and operating.

Barbara Ross also opposed LCR closing and cutting POs. She asked how much money could be saved on airfare and hotels if we didn't refer so many youth to out of state placements. And utilize the inter-state compacts to deal with out of county /non-resident youth for transportation.

Why can't the City run a ranch like San Mateo county does. She said that there needs to be more study done on how the courts are detaining youth in the hall (she knows of one youth who was committed to the hall for 6 mos. as a "program"—and this is not the right thing to do).

Kaile Pool, a former counselor at LCR, spoke in favor of more CBO programs not less.

Howard Chaves, PO, said that the last PO hired was in 2000. Since then, there have been 12 positions lost, and 3 others out on workers comp. One reason the count is down in JH is that the POs are really working with the youth and their parents. If the Dept wants to cut 4.4 PO positions, then they should also cut the same from administration.

John Radogno, Sr. Counselor JH, said that that many staff are taking on extra work since they are short on middle management staff. He opposed the proposed cuts.

Jim Fithian, asst. Principal at LCR, asked the Commission to look at the priorities, keep the direct services and cut the support services.

Heidi Isaacs, PO, said that there were 260 Special Assistants that should be looked at if cuts are made. She said that the proposed cuts don't give her any feeling of support from the Administration for their work. She said that we are the only county in the State with 2 separate probation chiefs, paid higher than many others in the state, and 2 assistant chiefs. She said that rather than looking at CBOs and line staff, there needs to be a re arrangement of administration.

Roger Gainey, PO, referred to a document (which he passed to the Commission) which showed alternative cuts in staff, and asked the Commission to take a hard look at it to make the cuts that would have the least impact on the young people being served.

Comm. Hale closed public comment. He asked the Finance Committee Chair to make any opening comments she had.

Comm. Ricci reviewed that it has been a difficult time in the Dept trying to come up with 2 separate reduction plans, but that this has also led to a difficult time for the Finance Committee to be able to reasonably consider those proposed cuts, because the documents were received very late by the Committee. She said she acknowledged all the outrage expressed by community programs, and she shares in their concern, and that is why this proposal came to the full Commission for discussion, without recommendation by the Finance Committee. Comm. Bonilla said that the situation is being posed as a for or against LCR, community based organizations, and line staff proposition. He felt that there are other dollars in the Dept that could be looked at (contracts, services) for savings. He said that some serious money might be getting less than the results we want. He commented that sometimes we need to look at today to realize that the long haul is today. That at the end of the day, by cutting the workforce, we are perpetuating the very thing we are in business for. We're in business because of poverty, and poverty exists because there's no work. By us cutting our workforce further, we are adding to that cycle. He said that if we cut POs and counselors, the effects would be felt by CBOs and others, and vice versa. He said he has no apologies for making any of the suggestions he did (cutting CBOs 15%, etc.) because the responsibility of the Commission is to ask those questions, to look at things closely.

Comm. Dupre wanted to clarify what the Finance Comm. did. That they are not making any recommendations on the proposed reductions. That was correct.

Comm. Dupre asked what the timeline was for acting on this proposal.

Comm. Ricci commented that because the due date for submission was the 14th, given the lack of time given to the Finance Committee to digest the budget documents, they felt that it was necessary for the entire Commission to carefully review every aspect of the Dept's proposal, and not just the Finance Committee.

Com. Richard expressed his support of CBOs.

Comm. Chuck felt that there was no direction given by Finance to the full Commission. Comm. Ricci replied that the Finance Committee had made public comments during their March 3 meeting that they were considering making alternate recommendations to those of the Dept's, but when those recommendations were submitted for review, they were told that they could not discuss them at the March 6 meeting. She had subsequently reviewed the tapes of the March 3 meeting and both she and Comm. Bonilla were clear in their directions about making alternative proposals. They were not satisfied with the Dept's proposal on March 6, and did not make recommendations regarding some of those items (previously mentioned), and felt that the entire Commission should look closely at the proposal. She still felt that the alternative recommendations should be considered and strongly urged the Commission to do so. Comm. Bonilla echoed the feelings that Comm. Ricci expressed.

Comm. Dupre asked if the Dept staff had looked over Joe Berkowitz's proposal for LCR.

Comm. Hale said that this item would be on the agenda of the Ad Hoc Committee for LCR, and is not on tonight's agenda.

Comm. Hale asked for any comments or questions from Commissioners. He said he would take discussion among the Commissioners and then take action on each individual item.

The Chief said the document reflects the best thinking of the Dept on how to meet the budget cuts required. The budget cuts asked for and implemented over the past years has been done across the board. He read off the percentage of each division's budget that has been affected by cuts. He said that finance and administration has sustained a 26% staff cut. He said that increases in revenues are a result of work done by finance to increase IVe reimbursables. Budget reductions have been an ongoing thing for the past few years, not just now. The Dept's ability to get through it has been due to the work of administration. He said he did not want to implement the cuts in the proposed plans, if there were other implementable options. He said that there has been significant time, effort and energy given to supporting and expanding LCR and community programs.

He said in response to the comments that the timing and availability of documents in this process, which affected the ability to make decisions, that there was less than a month to make difficult decisions. The entire process was compressed, but he reminded the Finance Committee that they made an open invitation for the Finance Committee to attend the Exec Team's meetings when the plans were being drawn up. He urged the approval of the proposal as presented.

He urged the convening of the Ad Hoc committee to explore funding possibilities for LCR, and to discuss a 3rd potential scenario for the use of LCR, which would still save the $1 million the Dept needs to save. He said that the Mayor's Budget Office would make the decisions if the Dept/Commission didn't.

He said that once the budget was submitted, they would have until May to re submit any changes to that budget.

Comm Ricci responded to the Chief's statement that the Commissioners were invited to participate with the Exec Team's meetings on the reduction plans, saying that she had considered going to the meetings, but then decided it would be best to leave the staff to do their work without any apparent pressures or intrusions by the Commission. However, she wanted to emphasize that it is critical to have adequate staffing for the finance division so that there is effective and efficient work done to keep on top of the finances of the Dept. A lack of staffing results in delayed reporting (as is shown by the current situation), which makes considered decision making difficult if not impossible.

The Chief said that there was an opportunity to fill a vacant position in the finance division, but they chose to leave it empty, because it would have been unfair to fill a critical position when they are asking other divisions to cut.

#1 of the proposal: fees for services, eg. implementation of record sealing/data requests to the amount of $50K. Comm. Dupre moved, and 2nd by Comm Chuck. Upon voice vote it carried 7-0.

#2, Comm. Chuck moved, 2nd by Comm. Dupre. Comm. Hale asked if this was a conservative estimate. Ans. Yes. Upon voice vote it carried 7-0.

#4, to collect 10% fees on contracts, Liz Jackson-Simpson explained for example, community programs contracts from the Mayor's Office of Criminal Justice, like the girls' services contracts, some of the resources for IHBS, case managers for Beacon Ctrs. She estimated there was about

$1.5 mil that was contracted out without any admin support given to the Dept.

Comm. Dupre moved, 2nd by Comm. Ricci. Upon voice vote, it carried 7-0.

#5, moved by Comm. Bonilla, 2nd by Comm. Dupre. Upon voice vote, it carried 7-0.

#6, moved by Comm. Bonilla, 2nd by Comm Chuck. Upon voice vote, it carried 7-0.

#7, moved by Comm Chuck, 2nd by Comm. Dupre. Upon voice vote, it carried 7-0.

#8, moved by Comm. Dupre, 2nd by Comm. Bonilla. Upon voice vote, it carried 7-0.

#9, moved by Comm. Chuck, 2nd by Comm. Ricci. Upon voice vote, it carried 7-0

#10, moved by Comm. Chuck, 2nd by Comm. Bonilla. Upon voice vote, it carried 7-0

#11, Comm. Bonilla asked if the DPH has already agreed to this. The Chief said they hope to be able to convince DPH to agree, but nothing was in writing as of yet.

Upon voice vote, it carried 7-0.

#12, moved by Comm. Chuck, 2nd by Comm. Dupre. Upon voice vote, it carried 7-0

#14, moved by Comm. Chuck, 2nd by Comm. Bonilla. Upon voice vote, it carried 7-0

Upon voice vote, it carried 7-0

#3, there was a short discussion about the language, implication of the projected figures. Comm. Hale asked the Ad Hoc Committee look into the creation of an S2 account (a sort of trust). The Chief said there was conversation regarding contracting, with Walden House, and Associated Marine Institute, but nothing serious on the table.

Comm Hale asked the Ad Hoc Comm. to review this issue (sale/lease) and report back to the full Commission at the April meeting.

The Commission was concerned for the language, which included sale of property. The Chief said this document is for one fiscal year. Any revenues it targets to generate are only for the 03-04 FY. Comm. Hale tabled this discussion for a possible amendment of the language. He opened discussion on item #13.

Comm Hale reviewed the first round of cuts passed on Feb. 19. He noted the Finance Committee's request for CBO testimony as to the impact of a 15% cut in their grants. The Chief said that among the responses, generally it was felt that they could not survive a 15% cut, neither could they take this cut from admin since their grants did not cover administrative costs.

The total general funds being considered for this 10% cut is $1.1 million.

Comm. Dupre asked about possibly a 5% cut rather than 10%.

Comm. Bonilla asked if this would be made up with cuts elsewhere, including staffing? Yes.

Comm. Chuck moved, 2nd by Comm. Bonilla to approve the 10% cut. Comm. Chuck said this was not an easy action to take. Comm. Ricci wanted to make sure the community partners know that if another fiscal picture reveals itself in the future, then the Commission would certainly revisit this action.

Comm Hale agreed. The question was called and upon roll call vote the motion carried 4-3 (Comms. Dupre, Ricci, Richard voting nay).

#15-25, Comm. Hale asked the Dept to give their rationale for each of the items. The Chief referred to the document as self-explanatory but had Mark Lui re capitulate each.

#15,M. Lui said that the Dept was going to create a clerical pool, so that they go where the work is in each division. They anticipate no long-term impact on the work, but in the short term there might be delays in getting reports done.

Comm. Bonilla commented that he was against cuts to line staff as they are the front line people that impact the youth in the Dept. and the quality of the experience between staff and youth can determine the outcome for the youth.

Comm. Chuck moved, 2nd by Comm Dupre. The question was called and upon roll call vote, carried 6-1 (Comm. Richard voting nay).

Comm Hale asked about voluntary furloughs. The Chief said that they couldn't guarantee any more than those offered in this plan.

#16, These positions are currently filled by employees. Comm. Bonilla moved, 2nd by Comm. Dupre. The question was called, and upon voice vote, carried, 7-0.

#17, this single position would be totally eliminated. Comm. Dupre asked the Chief about the vacant accountant position. The Chief said originally they were going to cut the cashier position and use the hire into that other position to take up some of the cashier's tasks, but now they are not

hiring to fill that vacancy either, so they'll be two positions shy in the Finance division. Comm. Dupre asked what the current cashier was doing if she was no longer doing the cashiering tasks. The Chief said that taking remittances from traffic court was not the bulk of her duties. The question was called, and upon voice vote, carried, 7-0
Comm. Ricci asked about ability of the Finance division to continue to perform all the work with the remaining staff, vis a vis the need to maintain the effectiveness of that division. The Chief admitted that the Finance division is understaffed.
Comm. Chuck moved, 2nd by Comm. Dupre. The question was called, and upon voice vote, carried, 7-0

5. (ACTION) Convene in **CLOSED SESSION** pursuant to Govt. Code § 54957, and San Francisco Administrative Code § 67.10(b):

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Positions: Chief Juvenile Probation Officer, Jesse E. Williams
Executive Secretary, Juvenile Probation Commission, Don Chan

(ACTION) Reconvene in **OPEN SESSION** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a)

Items #5 and #6 were tabled until the March 26th meeting of the full Commission.

6 (ACTION) Report on any action taken with respect to employee, in closed session. (SF Admin Code § 67.12(b).

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There was none

8. (ACTION) Adjournment
Comm. Hale commented that tomorrow's meeting would take up from item #17, so they will not repeat public comment before that.
There being no further business, the meeting was adjourned at 10:55 pm, until tomorrow, 5:30 pm.

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NOTICE Of A SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at Youth Guidance Center Cafeteria
375 Woodside ave
San Francisco, CA 94127

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5:30pm Wednesday, March 12, 2003

AMENDED AGENDA

1. (ACTION) Roll Call

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

3. (ACTION) Election of Commission Officers
Public Comment

4. (ACTION) Possible continued review and action to approve the Juvenile Probation Department's FY 2003-04 contingency 10% cut plans. **explanatory document: FY 2003-04 annual budget
(public comments)

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

6. (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office. Please call the office: 753 7870 to make arrangements.)

March 6, 2003

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MINUTES Of MARCH 12, 2003 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
held at Youth Guidance Center Cafeteria 375 Woodside Ave San Francisco, CA 94127

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
The President called the meeting to order at 6:00 pm. All commissioners were present at the gavel, except for Comm. Richard, who arrived at 6:17 pm.

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Since this was a continuation of the March 11 meeting, this portion was dispensed with.

3. (ACTION) Election of Commission Officers
The Elections were tabled to the March 26 meeting of the full Commission.
(Public Comment) There was none.

4. (ACTION) Possible continued review and action to approve the Juvenile Probation Department's FY 2003-04 contingency 10% reduction plan.
#18, Deliberations continued with #18 and 19. M. Lui explained that of the 4 utility workers in the Dept now, one has been vacant for most of this current FY. Once reduced to 2 positions, shuffling around of duties will allow custodians to take up some of the remaining work to be done, and vice versa.
Comm. Ricci asked how many custodians are in the Dept. Ans. 4 plus 1 supervisor.
Comm. Chuck moved, 2nd by Comm. Dupre for both 18&19. The question was called and upon voice vote, carried 7-0.
#20, M. Lui said they proposed to contract out the laundry services rather than have staff onboard to do that. Laguna Honda is trying to outsource its laundry services also. The Dept hopes to use the same contractor as Laguna Honda might contract with, for services (possibly reducing the cost of services). But if Laguna Honda is not allowed to contract out its services, the Dept will still try to contract with the vendor of choice for Laguna Honda. Lui further said that when they first proposed this, such a scenario was possible, but now it may not be (ie, the SF Bd of Supervisors had vetoed Laguna Honda's outsourcing plan).
The Chief further clarified that the Dept's plan was to piggyback on Laguna Honda's contract, enlisting their same vendor to service the Dept's laundry. But if Laguna Honda's plan does not materialize, the Dept will still try to contract with that vendor to service just the Dept's needs.
Comm. Bonilla moved, 2nd by Comm. Ricci. The question was called and upon voice vote, carried 7-0.
#21, Comm. Chuck moved, 2nd by Comm. Bonilla. The question was called and upon voice vote, carried 7-0.
#22, M. Lui said they were working on reassigning tasks to available staff, and trying to implement some scheduling software. Other Juvenile Hall staff can assume some of the work, assuming that the Dept does get approval to fill one of the two vacant Asst Director positions. They think there may be an impact on meeting Bd of Corrections standards for supervision levels. Supervising counselors are an important part of the emergency response teams.
Comm. Hale reviewed that one possible scenario is when an Asst Director is filled. He asked how that would affect the budget. The Chief said they are considering it, but it hasn't been approved yet by the Mayor's office. It is one of the vacant positions in the Dept's budget, being carried forward into the next fiscal year.
G. Fierro asked to speak on this issue, citing the Sunshine Ordinance. Comm Hale refused his request.

The Chief said that their plan was to replace 2 positions with one higher-level position (Asst Dir) that could help to offset the work of those two positions that would be lost.

Comm Hale asked if the Mayor's office does release one of the Asst. Dir. positions, does that create a deficit for the Dept. The Chief said no. There's no guarantee that would be approved by the Mayor. The Commission has the authority to exclude that language altogether.

Comm. Bonilla recommended that #22-25 be rejected and the Dept be directed to find other options for cutting. These are direct line staff, the ones that work with young people. He felt that they are important to keep. The Chief said that none of these positions are line counselors (JH) or considered part of the staffing ratios for counselor to youth, standards for Bd of Corrections.

Comm Ricci also echoed that direct service positions such as the POs in item #24 and 25 are important to keep. The Chief wanted asked for clarity on this, if it was the Commission's desire to not cut the positions in #22-25, and substitute other positions instead. Comm. Ricci said yes (totaling the amount of savings listed on the proposed plan) The Chief said if the Commission wanted to substitute specific positions for those proposed by the Dept, they could do so, but if they wanted the Dept to come up with alternative choices, they were not prepared to do so at this time.

Comm Ricci referred to recommendations about certain positions, about which she said she would like to have a dialog with the Chief, to see what impact they would have on the Dept, although she personally felt that those suggested position cuts were for less essential positions than the ones proposed by the Dept.

Comm. Hale said that if Comm. Ricci had other positions to suggest, that they begin the dialog on that now. Comm. Ricci referred to the full Dept. line item budget (p. 415)

Comm. Hale reviewed his position on the issue of public comment, that he closed public comments on line item #4. He said that at the close of the discussion on this item, he would allow public comments, but that those comments would be restricted to items not on the agenda.

Comm. Ricci asked Comm. Connolly to comment.

Comm. Connolly suggested that items #22, 23 be separated from #24 and 25. He moved to approve the first two and refer the latter two back to the Chief to find other positions/cuts in lieu of the positions proposed.

Comm. Richard referred to some other positions within Admin; Principal Analyst, Project Director, Personnel Tech, Personnel Analyst, and asked if there was any way of eliminating those (for a savings of over $344K).

The Chief said that cutting the Project Director would eliminate no more monthly commission reports, no annual reports, no monthly or quarterly Bd of Corrections reports, no school data extraction from JJIS, no tracking of active cases by POs, no more data request responses, no more statistical reports or research studies, and no more data analysis from the JJIS. Also, all the current JJIS projects that they have will be put on hold because it is the responsibility of this Director to manage those projects and move them forward. No more office automation in the Dept and the only work done by IT will be user support and network support.

Principal analyst: this is Mark Lui. He is currently in that position. If it is cut, Mark disappears.

Personnel technician and Sr. Personnel Analyst: there are 4 professional positions in the personnel unit. All the work done at Gough St. for Citywide positions is done here for certain select positions. Those are the ones that are not citywide—namely juvenile counselors and probation officers. Security clearances, background checks, testing, disciplinary procedures all would have to be handled by one professional staff person and one personnel technician. So, there's no way to consider cutting those positions for the reasons given by the Chief.

The Chief reviewed that the recommendations on the Dept's plan were reached after a 2-day deliberation by 5 executive staff. He again reminded the Commission that they were invited to participate in those deliberations. He said that while there were other positions that could be considered for cuts, these were decided against. The ones suggested by the Commission were essentially "one of a kind" whose work could not be spread to anyone else.

Question: do supervising POs carry caseloads? Ans: no.

Comm. Connolly moved for #22, 2nd by Comm. Bonilla. The question was called and upon roll call vote it carried, 5-1, one absent (Comm. Dupre). Comm. Richard voting nay.

Comm. Chuck moved for #23. 2nd by Comm. Connolly. The question was called and upon voice

vote, carried 6-0.
#24, Comm. Connolly stated that in an effort to save important vital staff, he was moving to consolidate items #24, and 25, and ask the Chief to find alternative ways to save those positions, and find cost savings elsewhere.
The Chief reviewed the motion: that these positions not be cut and alternative savings of approx. $427K be found, and or other revenues to make up this amount.
Comm. Hale said that it was his own understanding that the motion is to not approve these two items (#24, 25). He said he didn't think it was the Commission's intent to put any restriction or restraint on the Chief for doing this. He said the Chief might come back to the Commission at the next meeting and say that after trying he couldn't do it, but Comm. Hale said he was confident the Chief would do whatever it takes with the staff to figure out an alternative.
The Chief asked again, if items #24,25 were not being approved and in lieu of those position cuts, the Dept is directed, at the Chief's discretion to identify other cuts in the amount of $427K, either through other positions or other revenue generations. Correct? Ans: yes. The question was called, and upon roll call vote, carried, 6-0, one absent (Comm. Dupre).
#3, the language of this item was discussed and the Chief offered the wording to be: the sale or lease of HVR and or underdeveloped parcels of land at LCR.
The Commission approved of this wording. Comm. Ricci moved, 2nd by Comm. Bonilla, item #3 with the new language. The question was called and upon voice vote, carried 6-0, one absent (Comm. Dupre)
Comm. Hale commended the staff and Commission for all the hard work in dealing with the budget.

(public comments)
Jim Fithian beseeched the Commission to make it known to the Bd of Supervisors how hurtful this action will be on young people.

Rich Perino, Pres of the POA, reviewed the Sunshine Ordinance, § 67.15(b) that affords the public the ability to comment on any item before an action is taken. He suggested cutting the PrIDE contract ($225K) as a potential cost savings. He referred to juvenile hall overtime. For years 8444 positions have been held vacant because of the out of control overtime. He said there are available individuals who can work on call, and POs have also offered to work on an as needed basis (rejected by the Dept). They have asked for information regarding juvenile hall overtime this year and have been denied the information. He asked for an investigation to be done here to find savings.
He further stated that there were 14 positions (8444) funded but vacant. He said they could only account for 4 of those positions. 10 others seem to have been used up ("tx'd" –traded across) to some other non civil service positions. There's no reason a PO can't do the Public Information Officer job, or the background checks (personnel work). This occurs in other departments –eg. Police.
Look at CARC, it's duplication of services.
Frank Del Campo, SEIU, said that the needs expressed by the youth should guide the Commission's work, and that they should do as other departments have done, and just said that it was unacceptable to cut services.
Henrietta Lee, said that the Dept claims that with the shuffling of the clerical staff reports would be delayed, She noted that court filings are time sensitive, under the penalty of the court for delinquencies. She also commented that she was appalled to hear that the cashier, whose position is being cut, was called at home by the Dept, on a Sunday evening and told this. She said this was not professional.
Gonzalo Fierro expressed his commitment to see LCR stay open.
Henrietta Lee said that the idea of cutting the laundry worker won't work, since the Bd of Supervisors have already rejected Laguna Honda's proposal to outsource their laundry. Ms. Lee said that this was a meet and confer issue with the union and couldn't just be proposed by the Dept.
Comm. Hale asked the Chief whether he was aware of any staff calling anyone on the list and giving a statement from the Dept that someone was going to be laid off. The Chief said that he knew that

all division directors either met with their staff or called them to let them know that the proposed reduction plan may affect them. He believed it was on a Friday, subsequent to the Exec Team's meeting, so it is conceivable that if the person wasn't working that Friday, that s/he got a call at home. And given the option of hearing out of the blue vs having advanced information that was going to be presented publicly, he thought it was better for someone to get a call at home on a Saturday or Sunday, as opposed to walking into work on Monday and finding out in a public meeting, with documents being distributed with positions on it which affects them. No employee has been told they will be laid off. He defended the action.
Roger Gainey, PO, said he understood that the Project Director referred to earlier in the meeting, was someone who had filled that position had retired and the gentleman who is currently working in that capacity is on an acting basis, and that the claim that that work cannot be disbursed to other people, he does not believe to be true.
Joe Berkowitz, counselor LCR, handed out his alternative proposal for the first round of cuts, which would allow LCR to stay open. He said that he didn't understand why no action was taken on #3a (he wasn't aware that it came up). He also cited the Sunshine Ordinance and said that by not allowing public comment on each item, the Commission was in violation of the ordinance.
Berkowitz reviewed the numbers for LCRS's plan, and said that the City stands to save $860K from closing LCRS. He said his proposal is for LCRS to cut $302K of its operations, leaving about $560K, which could be made up by renting 10 out of county beds. He hoped the Dept would come up with a way to keep LCRS open for the next year while other means can be found to keep it open permanently.

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Made a part of agenda item #4.

6. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 8:00 pm.

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:30 pm Wednesday ~~Thursday~~, March 26, 2003

/26/03

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of February 27, March 11&12, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report Feb. 03)
   a. Status Report on Juvenile Hall replacement project
   b. Status Report on FY 03-04 budget process
   c. Update on the recent probation services realignment - Bill Johnston
   d. Update on the Juvenile Hall shift bidding - Tim Diestel
   e. Recommended joint letter to the Mayor's Budget Office, Controller & Board of Supervisors
(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION) Committee Reports
   a. Program Committee meeting of March 25, 2003
   b. LCR Ad Hoc Committee meeting of March 18, 2003
(public comments)

6 ACTION) Convene in **CLOSED SESSION** pursuant to Govt. Code § 54957, and San Francisco Administrative Code § 67.10(b):

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Positions: Chief Juvenile Probation Officer, Jesse E. Williams
Executive Secretary, Juvenile Probation Commission, Don Chan

(ACTION) Reconvene in **OPEN SESSION** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a)
(public comments)

7 (ACTION) Election of Commission Officers
(public comments)

8 (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office by. Please call the office to make arrangements.)

March 19, 2003

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MINUTES OF MARCH 26, 2003 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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3/26/03

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
The President called the meeting to order at 6:00 pm. Comms. Bonilla, Ricci, Connolly were present at the gavel. Comm. Richard arrived at 6:02 pm. Comm. Dupre at 6:15 pm. Comm. Chuck was absent.

2. (ACTION) Review and approval of February 27, March 11&12, 2003 meeting minutes
This item was tabled. No action taken.
(public comments)
There was none.

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3 (DISCUSSION) Chief Probation Officer's Report:
Comm Hale announced the CPO's resignation from the Dept, to take a position with a private firm in Florida. He commended the Chief for all his work. The girls' initiatives, the JH replacement project,JDAI, all due his work.
Comm. Bonilla wished the Chief success in his future work, and thanked him for the example he provided the Commission. Comm. Ricci congratulated the Chief and thanked him for the professionalism he has shown in the work with the Commission and others. Comm. Richard also thanked the Chief and wished him the best. Comm. Connolly echoed the comments the others.
The Chief thanked the Commissioners. He said working with the Commission has been a pleasure from day one. He said the support of the Commission over the last 5 yrs has been solid, in supporting the Dept. He also said the support of the Mayor was important in accomplishing what the Dept had to do. He said that with the change in political leadership, the Commission needs to come together even more. He said he had been blessed with having excellent staff from line to supervisory to management. He said that this decision was not an easy one, nor one he sought. He got a call one day, just like he got a call when he was in Philadelphia, which ended in his coming to SF. He said that is was the right thing and time and Florida was the right place for him.
Comm. Dupre added his thanks to the Chief.

a. Status Report on Juvenile Hall replacement project
Joanne Chow Winship reported that the anticipated start up for construction is the middle of May. Hazmat is being finished up (starting Monday, actual abatement of materials will be in April). Court Dept 30 is being relocated to the center lobby on the 3rd floor. In the past 4 months, staff at JH, with the Asst Chief and herself, convened this transition team to go over issues with operating the new facility.
Chris Bigelow reported that they have awarded the construction contract. They are to hold oral interviews with the winning firm for the management contract. SJ Amoroso is the contractor.

b. Status Report on FY 03-04 budget process
The Chief read a letter from the Mayor's Budget Analyst that stated that the 10% contingency cut plan would most like be mostly if not fully implemented, and to prepare for another possible 10% cut request. As a response to this, the Chief suggested dispatching a joint letter from the Dept and Commission. He read a draft of such a letter (copy available from the CPO's office), which asked for no additional cuts from the City. He asked the Commission to either sign off on this letter or one like it.
Comm Ricci approved of the letter as written. Comm Connolly asked what aspect of the court-mandated work of the Dept is compromised. The Chief said none currently, but if another 10% is asked, it will be. Given that, Comm. Connolly said that possibly that aspect could be emphasized.
Comm Dupre moved to approve the letter as it was written. Comm. Hale said that a motion wasn't necessary, that he had already directed the Chief to write the letter.

c. Update on the recent probation services realignment - Bill Johnston

B. Johnson passed out copies of the new organizational chart for probation services, along with a listing of girls' services, and types of services the division will be providing. There is a gender specific unit now (girls entering the system).

Comm. Hale wanted to know what the caseload was for the Dept. B. Johnson said that the caseloads in the Dept are in line with 'national average',

d. Update on the Juvenile Hall shift bidding - Tim Diestel

Diestal reviewed some of the problems that have been longstanding in the shifts and management of staffing schedules. (eg. when 2 units were closed in preparation for the JH project, those unit staffs were just incorporated into the remaining 5 units, so essentially 7 units of staff were on graveyard shifts for 5 units, unnecessarily). There was longstanding dissatisfaction. The management came up with a different plan for shifts, initiated shift bidding recently and cleaned up some of these problems (with additional return of counselors out on disability). Not all are happy but the majority are. This process has led to 8 counselors out on disability coming back to work. The shifts go into effect this Saturday.

e. Recommended joint letter to the Mayor's Budget Office, Controller & Board of Supervisors dealt with in #b.

(public comments)

Comm Hale raised a question regarding a grievance filed about a teacher not teaching PE. and if he was still teaching at Woodside Learning Ctr. He expressed a concern for how the school program was not meeting the needs of the students in JH, initiating a discussion with and explanation from the Asst Principal on what he was doing with this teacher to deal with the problem.

Comm Ricci asked if the agenda could be moved forward.

Comm. Hale questioned further how the school program was operating, whether they have parent involvement, or Dept involvement. Who monitors homework, if the school staff is having a problem, what impact does that have on the counseling staff. He wanted to know the coordination between school and counselors.

Comm Richard said that it would be important for an educational plan/assessment be done on all young people entering Juvenile Hall.

R. Sanchez informed Comm. Hale at this point that the discussion being carried on was beyond the scope of public comments. He then asked to calendar a report from the SFSU on the workings of the Woodside Learning Ctr and outcomes of the youth when they leave Juvenile Hall (what schools they are assigned, how they do).

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

Henry Breen asked if there would be any new light shed on the issue of LCRS. Comm. Hale said that they are not permitted to engage in a conversation during public comment. He said that there was no action item on LCRS calendared for this meeting.

From the Youth Commission, and Joanna Gin, the Youth Justice Committee, spoke in favor of keeping support programs for youth coming into the juvenile justice system. They reviewed that they had met with the Chief, discussed issues of the Dept's budget, and issues occurring in Juvenile Hall, with particular attention to the continuing problem of underwear for the youth. There appears to be a problem getting and keeping undergarments in good shape, "dedicated" to particular youth (so that they don't end up wearing just any washed underwear…they gave an example of some youth having underwear which was not their size, requiring the youth knot up the garment so it fit them, or of garments having holes in them). They asked about the possibility of creating a youth council for the hall to deal with all their issues.

J. Gin asked for a clarification of certain budget items (professional and specialized services). Comm. Hale asked for specifics regarding their concerns about the underwear. The complaints are coming from all youth, not just the girls.

Comm. Bonilla commented that he was happy to hear that Dept heads are warming up to meeting with Youth Commissioners and commended the Chief about it. Comm. Hale stated that Comm. Bonilla should not be commenting in public comments.

Comm. Bonilla said he was definitely interested in the idea of the youth council.
Joe Berkowitz acknowledged the Chief and wished him well. He then read demographic stats regarding LCRS document available at the JPC office).
He concluded by saying that the stats show the importance of keeping LCRS open.

5 (DISCUSSION) Committee Reports

a. Program Committee meeting of March 25, 2003\

Comm. Richard reviewed that the Committee was starting to meet with all CBOs to get a sense of how they're doing. The first two communities were the Western Addition and Bayview Hunters Point. Comm Bonilla said that they wanted to be able to work more closely with the CBOs so that in the future, greater effectiveness may be had, given the fiscal picture we are facing. He mentioned one problem that came to their attention; needing some "teeth" to encourage the participation of youth and their parents. Comm. Bonilla said that it was going to be very important to take attendance at the meeting seriously. Absence is glaringly obvious.
Comm. Dupre asked for a copy of the Woodside Learning Ctr's Site Plan when it was completed.

b. LCR Ad Hoc Committee meeting of March 18, 2003

Comm. Ricci reported that the initial meeting reviewed J. Berkowitz's proposal for LCRS. There were two workgroup meetings scheduled to do some of the homework around the figures presented in the proposals (Berkowitz and the Dept). Comm. Ricci reported that the first workgroup basically clarified the calculations and figures presented by J. Berkowitz needed re working due to newer developments in the Dept's discussions with the Mayor's budget office. G. Tucker essentially said that what the Dept was looking at doing was 'backing in' a program to a budget of $1.1-$1.2 million (the amount the Mayor's budget office would allow). Comm. Ricci said that there would be further workgroup meetings where hopefully the figures can be made to fit into the limited scope of the program to operate from LCRS.
G. Tucker commented that figures can be massaged in different ways. She said that J Berkowitz used the same figures that M. Lui used, but did not fully understand what was included in those figures. The charge of the Ad Hoc committee was to look programmatically, not only monetarily, at how we could alter the programs as they exist now, currently at LCRS. This is called "scenario C", presented by the Chief. .

(public comments)
Vicky Rega, photography instructor at LCRS, began to speak about the idea of creating a solar ranch at LCRS. Comm. Hale questioned the appropriateness of her comments in public comments.
Comm. Ricci commented that V. Rega had raised this topic in the Ad Hoc Comm. and she felt that it would be appropriate for Ms Rega to bring that information back to the next Ad Hoc Comm. meeting on the 3rd.
V. Rega asked how she could get the assessment done for LCRS, before the next meeting? Comm Hale said to ask the Chief, and he said to give it to him in writing.
Comm. Richard commended the Program Division's staff on their work in getting the CBOs together at the Program Committee meeting. He also added that G. Bierenger gave a very complete summary of the work being done by the JDAI's various workgroups, and that a fuller report would soon be coming to the JDAI steering committee.

6 ACTION) Convene in CLOSED SESSION pursuant to Govt. Code § 54957, and San Francisco Administrative Code § 67.10(b):
The Commission convened in closed session at 8:15 pm.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Positions: Chief Juvenile Probation Officer, Jesse E. Williams
Executive Secretary, Juvenile Probation Commission, Don Chan

(ACTION) Reconvene in OPEN SESSION and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a)
The Commission reconvened at 9:18 pm. Comm. Bonilla moved to not disclose any of the discussion held in closed session. Comm. Dupre seconded. Upon voice vote, motion carried 6-0.

(public comments)
There was none.

7 (ACTION) Election of Commission Officers

Comm. Connolly nominated Comm Dupre for President. 2nd by Comm. Bonilla. There were no other nominations.

Comm. Bonilla commented that while Comm. Dupre has had a long history in this area, he had seriously considered nominating Comm. Ricci because he was very impressed with her leadership and forthrightness. But out of respect for Comm Dupre, and Comm. Hale's judgment, he feels that Comm. Dupre will be able to take the Commission to the next step. He hoped to work closely with Comm. Dupre on setting the future for the Dept. Comm. Hale commented that Comm Dupre has a long history with the city. He has served with distinction. Comm Richard also said that he respected Comm Dupre and looked forward to his leadership. Comm. Ricci commented that she had also given thought to the presidency, because she felt having a woman's viewpoint would be important to the Commission, but she welcomes Comm Dupre's leadership and will work to keep girls' issues on the forefront. Comm. Hale stated that it was he who advanced girls' issues with the Commission. Comm. Ricci added that she disagreed with Comm. Hale's comments that experience is an important factor in the choice for President. Comm Ricci pointed out the example of a housewife rising to the position of President of the Philippines. Even the US hasn't accomplished that.

Upon voice vote, Comm Dupre won the position, 6-0.

Comm. Dupre thanked the Commission for its words of support. He said that he was a team player and looked forward to working with each Commissioner. President elect Dupre asked Comm. Hale to continue running the meeting.

Comm Dupre nominated Comm. Ricci, 2nd by Comm Bonilla. There were no other nominations.

Comm. Bonilla repeated his praise of Comm Ricci's leadership in Finance, and looked forward to working closer with her.

Ntanya Lee congratulated Comms Dupre and Ricci, the Chief. She just wanted to remind the Commission to take seriously their responsibility for working for the benefit of the most marginalized youth in our city. She said she wanted to see a larger involvement of the Commission in the finances of the Dept, to ensure accountability.

Lonnie Holmes, congratulated the Commissioners and affirmed his support for them.

Upon voice vote, Comm. Ricci won the position, 6-0.

Comm Ricci thanked the Chief and Commission for having been there for her in getting grounded in the work. She said that in all the interactions, they have carried themselves in a professional manner. Comm. Dupre echoed what Comm. Ricci said about Comm. Hale, and said he hoped to live up to the example set by him. Both Comms. Richard and Bonilla expressed similar feelings and commended Comm. Hale for his leadership.

(public comments)

Comm. Hale asked for a report from the Dept about its policy/procedures in recommending commitment to CYA and an evaluation of the services CYA provides or doesn't to our commitments. He said also to look at other placement options to CYA commitments.

President Dupre said that he is asking all committee chairs to remain as chairs until the May meeting so he has an opportunity to discuss committee assignments with VP Ricci.

He repeated that his objective was to empower the other commissioners to develop their potential.

8 (ACTION) Adjournment

There being no further business, the meeting was adjourned at 9:55 pm.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

To be held at Youth Guidance Center cafeteria
375 Woodside Ave
San Francisco, CA 94127

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5:30pm Thursday, April 17, 2003

AGENDA

1. (ACTION) Roll Call

2. (DISCUSSION) Public Comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.

3. (ACTION) Review and possible action on the Finance Committee's recommendations on the following items.
    a. Department's clarification of Prop. 86 funds from BOC.
    b. Clarification and reconciliation of difference in CBO contract amounts (between $1.2 and $1.6 mil)
    c. Department's recommendations for the $420K budget cut (deficit from the contingency reduction plan)
    d. Department's suggested cuts in Executive staff and other non-mandated positions (for another $300K).
    e. Finance committee-identified positions to consider for reduction.

4. (public comments)

5. (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained at the meeting. Please call the office to make arrangements.)

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April 14, 2003

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Juvenile Probation Commission >> Meeting Information >> Full Commission

Juvenile Probation Department

April 17, 2003

MINUTES OF APRIL 17, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

held at Youth Guidance Center cafeteria 375 Woodside Ave San Francisco, CA 94127

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call

The President called the meeting to order at 5:39 pm. Comms. Ricci, Bonilla, Chuck were present at the gavel. Comms. Hale and Connolly arrived at 5:55 pm. Comm. Richard was excused.

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2. (DISCUSSION) Public Comment on any matter within the subject matter jurisdiction of the Juvenile

Probation Commission.

Gary Thompson, LCR Counselor, spoke about some financial problems of the Dept. He referred to some legal documents (which he handed to the Commission) showing payroll, timesheets, and OT records at LCR. He said they showed misappropriation on OT and falsified work hours. He asked for an audit of all TANF funds and contracts (CBOs and others), because he believed there was evidence of misappropriations of funds at LCR. He mentioned a document he saw from a previous meeting which showed CBO contract amounts and noticed $140k to Bayview Hunters Point Foundation was not spent. He asked if it was available that could be transferred to LCR or another need. He also mentioned another $50k and $10k which appeared to be unspent. He also commented that the Commission Secretary is a very needed position and has helped him keep informed of what was transpiring.

Ed Williams, former employee of LCR. He echoed the the concerns of Thompson, regarding payroll irregularities. He used his own case as an example. He has filed a complaint with some federal agencies over how his work records were tampered with. He said the practices regarding OT at the ranch have been an ongoing problem.

3. **(ACTION) Review and possible action on the Finance Committee's recommendations on the following items.**

a. Department's clarification of Prop. 86 funds from BOC.

Comm. Bonilla, Finance Chair, revisited that this item arose from documents that showed a $500K grant from BOC, but not shown on Dept budgets. The Dept was directed to investigate this. They returned with an explanation of the Prop 86 fund, and claimed that all funds were spent within the facilities here at YGC. While the Dept said that all funds had been spent, he had seen documentation that there was at least $22k still available. He said the Dept is on record as having spent all the Prop 86 funds, with nothing left.

Comm. Dupre asked the Dept to respond, saying he believed they were allocated Dec. 9, 1998.

The Chief said that the Finance Committee was given a document drafted by Norm Cole regarding Prop 86. He went on to read the cover sheet of that document. He further said that the document showed what the funds were spent for, and concluded that Cole's statement was that all the funds were spent for those projects, with no further allocation, or left over balance.

Comm. Bonilla said that this was an issue because the Finance Committee first was given the understanding that the Dept didn't know what Prop 86 was, and the Finance Committee was looking at documents which seemed to show the funds were transferred into other accounts. This gave the Committee pause to wonder if there were other funds which have found their way into different accounts, so decided to ask for more detail about this one fund.

The Chief asked if the concern was that funding was not appropriated properly to the Dept, and therefore we were not aware of it, or that the funding came to the Dept and they used it for purposes other than intended by the legislation

Comm Bonilla stated that it was a concern that when he had learned about Prop 86, that the Dept had no knowledge there was $500k available. He was hoping this was that "pot of gold" they needed to help LCR.

The Chief said that the information provided by Cole shows that the funding was authorized in 1988 and was fully expended by 1998. This was 5 yrs ago.

Comm. Bonilla said that this was the duty of the Finance Committee to review everything and get a comfortable understanding of the facts. This is important for setting the tone for new administrations. For now, the Finance Committee is happy that the Dept. has an explanation for this.

Comm. Dupre asked Comm. Bonilla whether staff has responded and clarified the question. Comm. Bonilla said that this item raises the potential of the whole Commission looking at the budget as a whole, because if there is a system which can miss a $500k grant, it should be monitored. He is content with the Chief's explanation, but he felt it is still something which should be pursued and looked closely at.

Comm. Ricci explained that she had originally inquired about it because she was curious to see if there really was a large amount of money that might be accessed now. The explanation by the Chief and N. Cole was okay, but she still wanted someone to inquire into the apparent $22k remainder to see if it really was there.

Comm. Dupre said this was something that could have been done without being agendized. It was presented as if we had this money, but the when it was explained that the money was expended before 2000, it shows we are not doing preliminary work. We don't put everything that we have concerns on the agenda before we do some groundwork. N. Cole could have satisfactorily answered the concerns if we raised it. This is a huge dept, and while he would love them to answer all his questions, sometimes its necessary for him to do homework. In this case, if the money was expended in 1998 or 1997, then it might have collected dust and not something right on the tip of our staff's tongue. So he wasn't alarmed when they had to look into the issue, and didn't feel it was something they missed. If there was a pot of money sitting there, then that would have been a concern.

Comm. Ricci stated that when there was a discrepancy between what the Dept said and the Controller, she thought it important to resolve this. Even $22k is useful.

The Chief said that he would follow up with the contact person (on the doc. Comm. Ricci gave him) to see.

b. Clarification and reconciliation of difference in CBO contract amounts (between $1.2 and $1.6 mil)

M. Lui explained that the difference between the two figures is the amount of TANF funds contributed. The difference between the 02-03 budget and the 03-04 budget is just the reduction of the Huckleberry contract.

Comm Chuck asked if TANF will be here next year. M. Lui said they expect so.

Comm. Hale said that it behooves the Dept to start looking at consolidating and prioritizing services and needs, such as current efforts under the JDAI and Local Action Plan collaborators.

Quest: have any CBOs worked themselves off the Dept grants? The Chief said no. Some have been terminated for under performance, but none have voluntarily walked away. L. Jackson-Simpson said that the Dept grants are relatively small, but they use them for leveraging other funders, which funders like to see. She also spoke of the efforts being made to prioritize and plan for the future of services and survival.

Comm Chuck commented that such collaboratives have been going on for some time where stronger agencies can share with weaker ones.

c. Department's recommendations for the $420K budget cut (deficit from the contingency reduction plan)

Comm. Bonilla reviewed that the Dept's revised proposal for the contingency reductions was acted upon, and #2, #9 were approved. #24, 25, approved. #26, 29 were rejected.

These are recommendations for the full Commission will act on tonight.

The Chief explained that this the revised contingency plan, which in March was acted upon, but in part rejected.

The new doc represents some old and some new proposals. The items needing acting on are: #2, #9, #24-29.

Comm Hale reviewed that the original $420k represented a series of staff reductions recommended by the Dept that was rejected by the Commission, necessitating this second set of recommended staff reductions. The Chief said that in a March Commission meeting the proposal was not specific to positions, but generally 6 positions averaging $70k each. Specific positions were named and some were accepted by the Commission. Those appear on this document, along with new proposed cuts to make up for the ones rejected in the first proposed contingency plan.

Comm Ricci commented that at the Finance Committee, the effort was not to find additional cuts, but to re allocate funds from one use to another. She said that one point of inquiry she had was for a position which was split up (as far as funding) into 2 divisions, and in fact had a 3rd source of funds not reflected in the Dept budget. She said that looking at the job outline of the position, she felt that it should have been portioned out to other staff in the Dept. The Chief said that this position (0922) is in fact a position the Dept is recommending be cut. The amounts budgeted reflect general funds and TANF funds. The $20k from Children's System of Care is not included.

Comm. Connolly asked the Chief about the previous proposal and two particular items. The Chief said that it was for 3.5 JH 8322 counselors and 4.4 8444 PO positions. The full Commission rejected those position cuts. That represented $420k dollars.

The replacement position cuts in this proposal represents that same amount.

Comm Hale asked the Chief which proposal (the prior one or this one) has the lesser negative impact on operations. He repeated his support of line staff, and acknowledged the fat in middle management. He supported the Dept's original proposal, but he is concerned for #26-29 of this proposal and the impact on services of those positions.

The Chief said that any reduction will have an impact. Can the work be spread around, will it have a negative impact, will the Dept survive it? Yes.

Comm. Hale asked, of the two sets of proposed cuts, which is closer to the front lines? He reviewed his experience with chronic reporting problems in the Dept. Do these cuts make the work virtually impossible to complete, vs the other positions, which were basically supervisory and not direct service oriented? The Chief said that the positions that were cut (counselors/POs) direct frontline face to face contact with kid positions. That's the heart of what the Dept does. The current proposed positions are support positions, and are important in themselves, but they do not come into contact with clients everyday such as the others do.

Comm. Bonilla stated that in following Comm Hale's thinking as to what is farthest from direct service, he and Comm. Ricci have been looking at Executive positions as being farthest from actual services. With a change in the administration coming up, the possibility of a vacancy in the Asst. Chief's role, they strongly feel that that position could be eliminated. He and Comm. Ricci rejected cutting the recommended position cuts, in lieu of that. He compared how SF works in comparison to other jurisdictions in the Bay Area. He revealed that in all other cases they were much larger than our operations, and if they had an Asst Chief, they were the equivalent of our Division Directors. In their case it was Asst. Chief., Probation Services, or Asst. Chief, Institutions, etc. And they were all combined adult/juvenile probation operations. Comm. Bonilla said this wasn't being sought as a criticism for the job being done by the current Asst Chief. He was moving on the expectation that the Asst. Chief's position would be empty and that eliminating it would save $138k. This is the route he and Comm. Ricci is taking, but the Dept rejects. While he respects the Dept's opinion on this issue, the Commission has the final authority to make this decision. Following

Comm. Hale's logic, those farthest from service should be looked at first, and it is this Commissioner's opinion that this position fits that description.

Comm. Bonilla said that certainly some of the items from #24-29 will be cut, but this can lessen that burden and more equitably distribute the burden of the cuts that have to be made.

The Chief didn't question the authority of the Commission to cut. In reference to the recommendations from the Dept about one particular position, the Asst. Chief, there are numerous configurations for how you can organize a dept. the way this dept is organized or the way that position has been used is significantly different from the way other depts. have used similar positions. He read off a list of different tasks given to the Asst. Chief. The Chief's position is that the position is not expendable.

Comm. Bonilla repeated that he felt with the potential of an opening in this position, it was his obligation to look at it. He further commented that hypothetically, if that position did not exist, those tasks enumerated could have been delegated to other existing executive staff. If this couldn't have been done, he would like to know why.

The Chief said that some of these functions, executive staff could not do, it would have had to be done by the Chief himself. There's a fine line between what can be done and what makes sense doing.

Comm. Hale stated that he includes support staff as frontline workers. It is dangerous to just make a few calls. When you look at administrative structure, it has its own culture, its own history, and systems. There needs to be a more thorough analysis: what does Sacramento attempts to accomplish with their structure, what is their management scheme, what is their history, etc. The progress of this Dept is the result of the leadership of the staff and this Chief. The Commission sets the goals, and with little exception, the Chief has met those goals. So when the Chief makes a recommendation, he does it based on his professional experience. That's why it is difficult if not impossible for the Commission to justify one position over another. The Commission doesn't have the command of the Dept, nor is it supposed to. That's not what the Commission is here for. "We" say, we want the community involved in rehabilitating kids. That's our policy, our direction. We can decide what policy direction we're going to head. Eg. the Local Action Plan. This Chief, without exception has produced. He has a team that has assisted him in producing. If the Commission is going to challenge those recommendations, then it has to do its homework. Just like the last Finance Committee meeting where it was asked what a 0922 manager did. The list was extensive. That's what was needed in order to make this Dept known to the Mayor, the Bd of Supes, the public. That was the reason behind this position.

As for the Asst. Chief. The list of duties was extensive. The question is, are "you" in the position to say these are the things we want to give up at this time. Comm. Hale said he hasn't heard an argument that convinces him that "they" are.

Comm Hale spoke about discipline and dispute resolution. He said the Dept was struggling with morale, and discipline because it was done haphazardly. People thought people were playing games, those deserving discipline weren't given any. What this staff attempted to do was bring in some standard set of policies. That was implemented by the Asst. Chief. Comm Hale said that this was the first time he's heard anyone say they don't want an Asst. Chief position.

Comm. Ricci agreed that the Commission needs to do its homework. This may be the first time the Commission has looked this closely at the Dept's budget. This is acceptable if there is a reason for it, and a point of inquiry. The intelligence of the Chief is not being questioned. The question may be one of executive staff. There is a question about payroll at LCRS, about contracts that were not properly bid out. She also had a question about the propriety of a Dept employee signing off on the letter from a non profit organization. Comm. Ricci referred to other questionable practices which brought her to this point of questioning the Dept and its structure. Dep City Attorney Rosa Sanchez said that if the Commissioner had specific concerns about improprieties, that should be brought to her for discussion.

The Chief commented that the discussion began as one which asked about the necessity of a position (the Asst. Chief). If there are questions about the incumbent, that is appropriate to discuss, but not in this forum. The Commission has the absolute authority to inquire about the other issues, but seems to be farther afield. Comm. Ricci agreed to without further comment.

Comm Connolly summarized the conversation. He asked, given there have been two sets of proposed cuts (with the same level of funds), could the Chief prioritize the suggested cuts.

The Chief said that this list of cuts is "preferable" to the first set of cuts.

d. Department's suggested cuts in Executive staff and other non-mandated positions (for another $300K).

Comm. Bonilla reported that the Chief reported he was not prepared to make any additional cuts.

The Chief read into the record his letter, explaining why he did not have any recommendations for this item (letter available from the CPO's office or the JPC).

Comm. Ricci commented that Comm. Chuck was aware that the Finance Committee was going to look over the Dept budget to see if there were any "loose" funds that might be applied to LCR, because in the Ad Hoc Committee there was not that opportunity to do so. The Finance Committee in fact did see some funds which seemed to be available from unexpended contracts.

She said that she understood the letter read by the Chief, and that she was not asking for more cuts, but just looking for a re allocation within the Dept of funds. Comm. Bonilla echoed this statement. Certain things that may seem needed might at the end of the day be seen differently, if we keep our commitment to youth foremost. He apologized to Comm Chuck if he felt left out of the loop. That wasn't the intent. He said that the Finance Committee in fact felt they had found $100k that could be moved from the "Executive" "pot" to the LCR "pot".

He commended the Chief but stated that he felt it was his responsibility (as a commissioner) to think about where the Dept needs to go.

Comm Hale expressed his concerns over the rationale he was given for not dealing with all these issues in the Ad Hoc Committee. Maybe there wasn't a clear direction given for the role of the Ad Hoc Committee. He said that the Commissioners could have declared at the Ad Hoc Committee that the Finance

Committee would be looking specifically for ways to come up with that extra money for LCR. He said that if Commissioners had issues they should put it on the table. He believed that there were hidden agendas. Comm. Hale referred to the issue raised in the Ad Hoc regarding premium pay, OT, etc. for LCR staff, and said it was answered to the satisfaction of the person who raised it. That was the reason and rationale for the additional dollars. If the staff is saying that this $1.4 mil is sufficient, then why is there still a need to re allocate more dollars?

Comm. Ricci commented that any inference of a "conspiracy" is inappropriate. She said that while the issue of Prop 86 didn't result in any unused funds identified, but they did find other items in the budget that were not appropriately documented, and she was merely fulfilling her responsibility to maintain fiscal oversight on the Dept's operations and report it to the Commission. As for contracts, she has asked several times in the past for documentation regarding contracts, and still is not satisfied with what she has been provided.

Comm. Bonilla commented that he doesn't believe $1.4 mil is not a reasonable budget. He said a $1.5 mil. is a more realistic chance for LCR to move forward on. And he wants to keep it around for the future.

Comm Hale commented that Comm Bonilla's comments prove his point: they did not agree with the consensus reached in the Ad Hoc Committee, they felt they could find more money in the Dept budget, they went ahead to have their meeting to come up with recommendations other than what the Ad Hoc Committee was settling for.

The Chief reported that the Ad Hoc Committee would be looking at the $1.4 mil. proposal tomorrow. It can approve or reject it, and make alternative recommendations. It can reject "c" and return to options "a" or "b". If there are other funds available, he'd like it to be presented as to where it will come from, and where it will be applied to the LCR budget.

Regarding contract information requested by Comm. Ricci, the Chief said that the Dept has always responded to Commission requests. They know their responsibility and if they do not respond to the satisfaction of the Commission there is a whole realm of audits, investigations, reviews available to the Commission to exercise.

Comm. Bonilla commented that this was not intended to be some devious maneuvering. He originally was going to settle for the $1.4 mil. budget, but afterward felt he was shortchanging the youth, so that he thought through a closer look in Finance, he might be able to find "what was what." This is his first time chairing so he is still finding his way. In regards to protocol, he apologized for any mistakes he may have made, but he didn't apologize for his motivation to do the right thing by the youth. He and Comm. Ricci are doing everything they can to try and make the LCR plan a viable one. He wants to bring it to a point where people can look each other in the eye and honestly say it'll work.

He recounted that the Ad Hoc Comm. came at a time when 3 members of the Commission voted to close down LCR. And in its proceedings it seemed that everything they tried to do bordered on illegality. So rather than trying to force things through Ad Hoc, they felt that Finance was a larger and more appropriate vehicle to use.

The Chair asked everyone to try and focus on the agenda, leaving personal apologies and other comments aside.

Comm. Ricci said that she had concerns about the LCR plan as presented, and proposed modifications: extending the term and increasing the budget.

Comm. Hale commented that the vote on LCR in Feb. was not to close it down. There were 2 options, one to contract it out. It was never a vote to close or keep LCR open. The Ad Hoc Comm was the result of his recommendation for a way to resolve the 3-3 impasse on the Commission.

e. Finance committee-identified positions to consider for reduction.

Comm. Bonilla reported that this item was removed from the agenda.

Comm. Dupre asked for public comments to any portion of item #3.

Abraham Williams, employee of Youth Development Crime Prevention, castigated some commissioners for undermining the Dept, and being arrogant. He blamed the government for the situation we are all in. He said the Commission is not in the position to run this Dept. He commended the Chief, and supported the position of the Asst Chief.

Eli Aramburo, former Commissioner, said that these are different times than when she sat on the Commission. There is a much stronger Dept, with community partnerships. The numbers are declining in juvenile hall, with a much stronger placement division. She agreed that it was best to think "out of the box" and not just look at cuts but to see how money could be best spent to serve the youth and the legacy of Mayor Brown. That means a hard look needs to be taken to see what jobs aren't necessary, which are vacant. What is more important. She urged the Commission to work together, cooperatively, to really look at the information. The frustration she faced was not being given all the information needed, or being given information in the way the Dept wanted the Commission to see it.

She spoke about best uses for the funds, with the example of LCR. Her legal experience has shown her that counties having no ranch program have a difficult time. SF's needs are especially high. There are few options which are not more economical, or positive (eg. Vision Quest, CYA). The challenge is to create a program that really serves the needs of the kids at LCR. (she cited various shining examples: writers corps, photography). She said the costs of out placement is about $2.3-$2.4 mil. That would be best for LCR. She encouraged looking at revenue development from working with other counties' referrals.

She wished the Commission continued success in moving the Dept forward, and improving the services to SF's young people.

Frank Moran, one of the two temp. POs in line #24. He is a Court Officer, and his work is hourly, with no costs for benefits. His pay is reimbursable 50% from Title 4. If he is cut, line POs will have to cover it, at a greater cost to the Dept.

Rich Perino, DPOA, corroborated Moran's comments. If this position is cut, then another line PO will have to work at their top step to do the job. Moran is fully experienced and effective in this job.

Henrietta Lee said that the morale here is not great as claimed before. She commented that there was a time not long ago there was no Asst. Chief position. And one of the tasks mentioned as the Asst. Chief's duty was an operations manual, which she has not seen yet. She further said that the support staff being proposed for cuts are frontline staff who have contact with clients and their families.

Ed Williams, commented that he was a victim of the Dept's improper handling of his work records, denying him OT and other benefits, while others were paid for similar work. He said he filed a complaint in the courts for this. He stated that he had information about outside resources which might be useful for the Dept and welcomed their inquiry.

Howard Chaves, PO, spoke about #23, and said that if you bump these two positions, these will in turn bump two lower POs (those with less seniority).

Quest: is this an item being considered for action tonight? The Chief said that this was not on tonight's agenda, that it was acted upon (approved) at a previous Commission meeting.

Ntanya Lee, opposed any cuts to the CBO contracts. She stated that there was a drop in juvenile crime, Juvenile Hall numbers are falling, but no corresponding drop in the Dept budget, in fact, increases occur. She said that the LCR issue is a complex one, and maybe should be taken up by the JDAI process to try and come up with a long-term solution for LCR.

Howard Chaves attempted to speak again, but Comm. Dupre said that under advice from legal counsel, that under public comment individuals only have one opportunity to speak. That's policy.

Comm Hale said he was concerned for the reduction of support staff. He reviewed that there was a recommendation for a reduction in Sr. PO and JH staff (7-8 positions). He asked if one or two of these positions could be substituted for items #26-28 in tonight's proposal. He asked for some direction from the Dept regarding #24.

The Chief said that the Finance Comm. asked if these two positions were Title 4e reimbursable. They didn't know at the time. Now, they know they are. Thus, the Dept would request that these two positions be withdrawn from the list (they will have to come up with other options to cover these amounts). As for the other positions, he would not be opposed to substituting some of the previously proposed cuts (which were rejected by the Commission) for some of tonight's proposals.

Comm. Ricci asked about the Owens Information contract. The Chief said #12 refers to that contract. Quest: what is the total amount of the contract. $161k. The plan is to bring in a $92k Sr. Business Analyst, and pay $24k for the transition.

Comm Ricci commented that this could possibly be cut further rather than positions.

The Chief said that he understood the request to be substituting some of the previous recommended position cuts for currently proposed ones. This contract item was already approved.

Comm. Ricci said that it would be preferable to her to find ways of saving money without cutting positions, and contracts represents this opportunity.

Comm Hale said that items #26-28 were rejected by the Finance Comm. He had asked for all items to be sent to the full Commission without recommendations, and he only voted because he could not abstain.

The Chief stated that the amount for items #26-29 total $242k. Comm. Hale asked how many positions from the original proposed cuts would need to be re submitted to supplant the amount of cuts represented by #26-29. The Chief added that an additional $50k would have to be found to replace #24.

Comm Hale asked not to include #29. The total would be $224k.

The Chief recounted that the previously rejected cuts were 3.5 Sr Counselors totaling $295k, and 4.4 POs totaling $132k.

Comm Hale proposed 2 JH counselors and 2 POs to substitute for the items tonight. Total amount would equal $229k.

Comm Hale moved to approve items #2, #9. Move to accept the recommendations of the Finance Comm. on items #26, 27, 28, and in their place reduce Sr. JH counselors (8322) by 2 positions, and reduce POs (8440) by 2 positions. Move to approve Finance Comm. recommendation on #25.

Comm. Chuck 2nd the motion.

Comm Hale also moved to reject #24 from the cuts.

Comm. Bonilla asked if the number of POs and counselors could be 1.5 and 2.5, respectively. That would total $256k.

Comm. Connolly asked a follow up to Comm. Bonilla's question. Doesn't it make more financial sense given that the POs positions are reimbursable? The Chief said that this was already taken into consideration in the initial calculations, unlike the temp. salaries of tonight's proposal.

The question was called and upon roll call vote, the motion carried 6-0.

Comm. Hale asked that another letter be dispatched to the Mayor reiterating the position of the Commission and Dept that these actions are undertaken under duress. Comm. Dupre said that he would also include the signature of the VP on such a letter.

Comm. Ricci wanted to recommend to the Ad Hoc Committee that a $1.5 mil plan be approved.

Comm. Hale commented that since it isn't an agenda item, it couldn't be acted upon tonight.

Comm Dupre stated that this Commission is not split, that it is working together. He acknowledged the work and time given by all to preparing for this meeting, and hoped that everyone will keep their eyes on the target of serving young people to the best of their ability

4. (public comments)

There was none.

5. (ACTION) Adjournment

There being no further business, the meeting was adjourned at 9:10 pm

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
89 1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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/23/03 5:30 pm Wednesday, April 23, 2003

2

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of March 26, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report Mar. 03)
    a. Status Report on Juvenile Hall replacement project
    b. Status Report on FY 03-04 budget process
(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION) Report from Dept on policy and practice of CYA commitments, evaluation of the services provided to Dept referrals to CYA.
(public comments)

6 (DISCUSSION) Announcement of Committee assignments
(public comment)

7 (DISCUSSION) Committee Reports
    a. Program Committee meeting of April 22, 2003
    b. LCR Ad Hoc Committee meeting of April 3 and 10, 2003
    c. Finance Committee meeting of April 15, 2003
(public comments)

8 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

9 (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office by. Please call the office to make arrangements.)

April 18, 2003

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NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm Wednesday, April 23, 2003

AMENDED AGENDA (4/21)

1. (ACTION) Roll Call

2. (ACTION) Review and approval of March 26, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report Mar. 03)
   a. Status Report on Juvenile Hall replacement project
   b. Status Report on FY 03-04 budget process
(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION) Report from Dept on policy and practice of CYA commitments, evaluation of the services provided to Dept referrals to CYA.
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(public comment)

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   a. Program Committee meeting of April 22, 2003
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   c. Finance Committee meeting of April 15, 2003
(public comments)

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8 (ACTION) Resolution to increase the LCR operating budget plan to $1.
(public comments)

9 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

10 (ACTION) Adjournment

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April 18, 2003

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Goverment Information Center

From: Don Chan [Don.Chan@SFGOV.ORG]
Sent: Monday, April 21, 2003 4:38 PM
To: Colleen Montoya; henrythe2@aol.com; jfithia@muse.sfusd.edu; kjh57@aol.com; Board.of.Supervisors@SFGOV.ORG; dcoleman@huckleberryyouth.org; marynella.woods@SFGOV.ORG; Margaret Brodkin; nicole.derse@SFGOV.ORG; nlee@colemanadvocates.org; katherine.weinstein@SFGOV.ORG; lmiles@muse.sfusd.edu; roberteschmitt@onebox.com; lupineandlettuce@yahoo.com; sfdocs@sfpl.lib.ca.us; Laura Azzolino; rosa.sanchez@SFGOV.ORG; ymac@colemanadvocates.org; gbieringer@sftc.org; David Mauroff; Volauxygc@aol.com; bfisher@huckleberryyouth.org; ttaylor@huckleberryyouth.org; Ida Miranda; john.radogno@SFGOV.ORG
Cc: Jesse Williams; Liz Jackson-Simpson; Donald Sanders; Tim Diestel; Gwen Tucker; Laura Azzolino; Cassie Coleman; Omar Khalif; bill.johnston@SFGOV.ORG; mark.lui@SFGOV.ORG; jose.perla@SFGOV.ORG; Mildred Sorrells
Subject: correction

Importance: High

Friends,

sorry for the mistake on the last mailing... the amended item to the April 23 agenda is #8 and should read.... $1.7 million, not $1.

Sorry for the confusion. The draft amendment had not been completed before I just sent it out to you.. but this is the correct amount ($1.7 million).

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From: Don Chan [Don.Chan@SFGOV.ORG]
Sent: Tuesday, April 22, 2003 8:30 AM
To: Colleen Montoya; henrythe2@aol.com; jfithia@muse.sfusd.edu; kjh57@aol.com; Board.of.Supervisors@SFGOV.ORG; dcoleman@huckleberryyouth.org; marynella.woods@SFGOV.ORG; Margaret Brodkin; nicole.derse@SFGOV.ORG; nlee@colemanadvocates.org; katherine.weinstein@SFGOV.ORG; lmiles@muse.sfusd.edu; roberteschmitt@onebox.com; lupineandlettuce@yahoo.com; sfdocs@sfpl.lib.ca.us; Laura Azzolino; rosa.sanchez@SFGOV.ORG; ymac@colemanadvocates.org; gbieringer@sftc.org; David Mauroff; Volauxygc@aol.com; bfisher@huckleberryyouth.org; ttaylor@huckleberryyouth.org; Ida Miranda; john.radogno@SFGOV.ORG
Cc: Jesse Williams; Liz Jackson-Simpson; Donald Sanders; Tim Diestel; Gwen Tucker; Laura Azzolino; Cassie Coleman; Omar Khalif; bill.johnston@SFGOV.ORG; mark.lui@SFGOV.ORG; jose.perla@SFGOV.ORG; Mildred Sorrells
Subject: April 23 agenda amendment

Friends,

Upon advice of legal counsel to the Dept/Commission, the amendment made to the April 23 meeting agenda has been removed.

this would be item #8. Sorry for the confusion.

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MINUTES OF APRIL 23, 2003 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

/03

(ACTION) Roll Call
The Chair called the meeting to order at 5:50 pm. Comms. Bonilla, Chuck, Richard were present at the gavel. Comm. Ricci returned to the room at 5:53 pm. Comm Connolly was excused. Comm. Hale was absent.

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2. (ACTION) Review and approval of March 26, 2003 meeting minutes
The minutes were approved as written.
(public comments)
There were none.

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report Mar. 03)

a. Status Report on Juvenile Hall replacement project
Chris Bigelow reported that things are progressing slowly. Construction contracts need to be certified. Toward that, they have to sell the certificates of participation, and a supplemental appropriation in the city's accounting system to track the funds. The mid May start is still being hoped for. DPW has chosen the management firm, a joint venture of Don Todd Associates and MBA engineering.

b. Status Report on FY 03-04 budget process
M. Lui reported that the baseline budget submitted in Feb. is moving along with no major changes. All the recommendations have been accepted. The budget is now being loaded into their system. Part of the baseline budget is the 10% contingency ($2.1 mil) plan reductions. The Mayor asked for implementation of approx. $975k of that contingency plan (immediately). The specific items selected are being worked out now. Unknowns: revenue projections of the Controller's office are down. Union contracts with this Dept are not resolved (790 will be going to arbitration soon, also the DPOA contract). They hope to soften the City's deficit by a 7.5% "give back" by the unions of their members' retirement contributions. This would give approx. $90 million back, but local 790 is about a 1/3 of that and they haven't settled yet.
The Bd of Supes is also looking at positions paying base salaries of 90k and above as a source of cuts. State and Federal budgets are also unknown at this time.
The CPO said that at a meeting with the Mayor today, there still remains a $100k deficit not met with the current cuts. There may be additional cuts requested for some depts.

(public comments)
There were none.
The Chief asked that starting May, a standing item be included in the Chief's report, to be the JDAI updates.

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Gary Thompson repeated his request for an audit of the FY 02-03 budget because he felt money has been misspent. His example of misuse of OT and other improprieties at LCR. He had tried to speak to the Chief about these, but was never given an opportunity. He mentioned another impropriety, a Director using a city car to drive to a 2nd job. He said that he has filed a complaint with the Grand Jury against the Dept (naming several individuals as a part of that).
Ed Williams echoed Thompson's comments. He said he also filed a complaint with the Grand Jury against the Executive Team of the Dept, the City Attorney's office, in regards to irregularities around work records and pay.
He also mentioned a conflict of interest for the Commission President and Vice President.

5 (DISCUSSION) Report from Dept on policy and practice of CYA commitments, evaluation of the services provided to Dept referrals to CYA.

Comm. Ricci asked to table this issue to a later meeting as she had just received the written report and had no time to review it.

Comm. Bonilla also mentioned that it would be appropriate since Comm. Hale had asked for it and was not at tonight's meeting.

The Chief said that his understanding was that for action items, the Commission wanted the materials a week in advance in order to be able to study them. This item is listed as a discussion item so that was why the information was brought this evening. Does the Commission want all materials a week in advance, and not just for action items?

Comm. Ricci said that the standard should be a week in advance.

The item was tabled to the May meeting.

(public comments)

There was none.

6 (DISCUSSION) Announcement of Committee assignments
Comm. Ricci announced that Comm. Bonilla will chair Finance, with Comms Ricci and Hale as members.
Program Comm. Chair will be Comm Richard, with Comm. Bonilla and Connolly as members. Comm
7 Chuck will continue as Chair of Facilities Comm.
(public comment) There was none.

(DISCUSSION) Committee Reports

a. Program Committee meeting of April 22, 2003
   This meeting was canceled due to a lack of a quorum.
b. LCR Ad Hoc Committee meeting of April 3 and 10 and 18, 2003
   Comm Chuck reported that this committee has met 4 times, and had a workgroup which met as many times, to come up with a detailed plan for keeping LCR open. There will be a recommendation made at a special commission meeting to approve the plan that was finalized. He suggested the meeting be scheduled for May 1, at 9:30am Comm Chuck commended the committee, the staff and said that the process was a true spirit of compromise. Given it has done its job; he moved to dissolve the committee.
   Comm Ricci summarized what was discussed at the meeting this morning. The basic items agreed upon were to move one counselor back to the ranch, bringing the budget to about $1.5 mil. There would need to be work schedules adjusted to meet the needs of staffing, and they would use an on call cook to support the FT staff. The Chief said that the proposal to be presented at the special commission meeting would include a narrative description of the program.
   Comm. Bonilla said that what was discussed in Ad Hoc was the basis of what was discussed in Finance, where very close looks were given to finding more funds to give LCR a chance.
c. Finance Committee meeting of April 15, 2003
   Comm. Bonilla's comments /report included in 7(b). He revisited that the Finance Comm met because there was no opportunity to discuss budget issues in relation to LCR, while in the Ad Hoc. This was the sole reason for having the Finance Comm. meeting.

Comm Dupre thanked everyone for all their hard work to get to this point. He was hopeful this will save LCR, as one of the best ranches in the country.

The Chief said that even though the Dept has come to this plan, it still has to be presented to the Mayor's office and they still have to approve the plan. Comm. Chuck's motion was voted on, and upon voice vote, carried 5-0, to dissolve the Ad Hoc Committee.

(public comments)

James Bryant, Local 790, thanked everyone for their diligence on the LCR issue. He felt it was a shining example of cooperation in decision making.

Noel Hanrahan, reporter for KPFA, asked for details for the proposed program at LCR, and also if there were plans in the works for developing revenue streams. She also wanted to know what is meant by performance targets for the ranch, and if there were also plans for privatization or use of real estate to bring in funds.

Joe Tanner, counselor at JH, thanked the Commission for working on the tough issues (eg. LCR). The

Hall counselors support LCR.
Colleen Devine, OTP, Special Services for Groups, thanked the Commission for their dedication, and said that they will continue to work to bring services to the youth at the Ranch.
J. Berkowitz, counselor at LCR, thanked the administration and Commissioners for their hard work on the LCR issue. He read a poem from one of the youth at LCR, entitled “Ghetto State of Mind”.
Comm. Dupre commented that there is still some work that needs to be done, but he hopes that all will maintain their commitment and see this through to the end.

8 (DISCUSSION) Announcements, requests for future agenda items
Comm Hale asked to include a discussion about linkages with other institutions and bodies (eg. Bd of Corrections, Cal Youth Authority, Juvenile Justice Commission) that involve issues of juvenile justice, and to exploring funding streams, being proactive about the issues.
Comm. Chuck suggested that perhaps now is the time to plan a commission retreat.
Com. Bonilla asked about the possibility of informal, individual commissioners visiting community partners to open the dialog between the Commission and its contractors.
Comm. Ricci thanked everyone, especially the staff at LCR, for the hard work. She emphasized that the one goal/objective we all had to keep in mind is the children.
(public comments)
There was none.

9 (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:55 pm.

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

9:30 am Thursday, May 1, 2003

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AGENDA

1 (ACTION) Roll Call

2 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

3 (ACTION) Vote to approve or disapprove "Plan C" of FY 2003-04 operations for Log Cabin Ranch.
(public comment) **explanatory doc: "Plan C"

4 (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office by. Please call the office to make arrangements.)

April 25, 2003

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MINUTES OF MAY 1, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

held at City Hall Room 400, 1 Dr Carlton B Goodlett Place, San Francisco, CA 94102

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The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

NOTICE Due to a malfunction in the recording apparatus, a portion of the meeting was not recorded, and thus minutes relying on them are unavailable. This is particularly relevant to the statement made by Chief Jesse Williams, who asked for a verbatim recapitulation. Only the latter part of his comments was picked up.

1 (ACTION) Roll Call
The Chair called the meeting to order at 10 am. Comms. Bonilla, Richard, Connolly were present at the gavel. Comm. Chuck arrived at 10:06 am, Comm. Dupre was excused. Comm. Hale was absent.

2 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

3 (ACTION) Vote to approve or disapprove "Plan C" of FY 2003-04 operations for Log Cabin Ranch.
(public comment)
Jack Jacqua expressed his continuing concerns for the ranch, and his commitment to see it succeed. He repeated that in times of budget crises, priorities should be set for the benefit of our young people. He supported increasing the number of youth at Log Cabin Ranch beyond 15.
Vicky Rega, photography teacher at Log Cabin Ranch, also said that Log Cabin Ranch was able to serve more kids, and asked that at the first review of its progress consideration be given to increasing the number of youth there.
Elizabeth Siggins, Volunteer Auxiliary, thanked everyone who worked so hard on the issue and kept it alive. She repeated the commitment of the Vol. Auxiliary to Log Cabin Ranch, and said they would continue to identify resources that could be applied there, and also called for increasing the number of youth there.
Joe Berkowitz repeated his concern that the plan calls for a limit to the number of youth at 15, saying that the staffing allowed for up to 45. He also expressed concern for the absence of; language which made it clear that any OT, premium pay, etc. would be determined by labor MOUs, no secretary for the ranch, and no mention of use of temp salaries for an on call cook.
Tracy Haynes said it made no sense to keep the population so low, when more kids need it and they could serve more.
Jim Fithian, asked the Commission, and/or Dept to meet with and explain what was going to happen to the kids who are currently there, since the anxiety regarding their future is on their minds.
Nicole Salgado, SLUG, asked for the continued support of the Commission in seeing this plan through.
Comm Richard asked the Chief if 15 beds was a hard limit. The Chief said that this was the best option in their estimation, without placing the Dept in a difficult financial situation, demanded by a larger population.

Comm. Connolly asked what the total annual population was currently. The Chief did no have information. He said that the average daily population is from 26-28, so the annualized number may be a little over that number.
Comm. Richard asked if the staffing would change with an increase in population. The Chief said that in reference to the missing line item for the secretary, that was an oversight.

Comm. Connolly commented that he understood the plan presented to be the result of a cooperative process, but now it seems there's a call for more than the 15 youth proposed. What were other population levels proposed? The Chief said that this plan was the culmination of meetings and discussions and represents the best thinking from those meeting. He thought this was a reasonable number.
Comm. Bonilla agreed with Jack Jacqua and said that we don't want to short change the youth, if they're in need of the service. He proposed amending the plan by inserting language saying that the initial population of 15 (explained by the current rationale) is only the opening, with a target of 45 being served in a year, conditioned on a positive evaluation and review at the 6 mos point of operations.

The Chief said that the current population is being served with 7 staff—the only ones available—and this is causing increases in OT over the past few months. With the plan to use 10 staff, he is concerned that OT and other costs will get out of control if population is increased.

The Chief began his statement here (not picked up on tape, the remaining is verbatim off the remainder of tape). "...the risks that are inherent in this process, as has been indicated, the current budget contains no identified dollar amounts for overtime, temporary salaries, premium pay, or holiday pay. As we have represented, those things will be dictated by new labor management agreements that as yet need to be settled on, yet to be signed, consequently, this doesn't' contain those dollar amounts. Yes, we are obligated to pay those dollar amounts and yes we do need to delete the language in here that talks about those, ah, the current language that's in here, because it is different from what we stated publicly before, and different from the reality that we'll have to deal with. Any language that's in there should simply indicate that those costs will be driven by labor management agreements. That reality also points out the fact that somehow within its total resources the Dept would have to find a way to meet those costs. Unless the revenue generation pays off and hopefully it will. Whatever those costs are that are identified and become reality as a result of labor management agreements are going to have to be covered in the Dept's overall 03-04 allocations. They're not identified here because we don't know what they're going to be at this point.

The other thing that is a risk in this document is that the current document, which totals $1.6 mil in terms of the total budget, does in fact anticipate higher TANF ranch revenues than the previous version of this. We were urged to consider doing that, in follow up discussions, we decided to take that risk and identify the full potential amount with the understanding that we are going to try to over the course of time we will be serving at least 30 young men, and over the course of the year and beyond would hope that we could go beyond that point. Given that, we are taking the risk of including in this document, the full TANF amount that we have had budgeted for the current fiscal year. That too is a risk. Finally a couple of unknowns. As I indicated, this process has at least two more steps in it, that have to be negotiated and passed successfully. 1) the Mayor's budget office and the second is with the Bd of Supervisors. I think we have a plan that is reasonable, that does contain some risks, as does any plan, but that is something that is doable, if we have the full commitment of Commission Log Cabin Ranch staff, Dept and well wishers to make it work. But those are two other points in the process at which the plan could go away. Even though we agree here today, and if this Commission approves this option as presented, it can go away either at the Mayor's Budget Office, or at the Bd of Supervisors. This is not the end of the process, as you well know. There are further steps before we have a green light and a clear sailing to implementing this plan for fiscal year 03-04. So I would urge those who have, who are supporters and who are advocates, to continue to support and advocate at both of those points in the process to increase the likelihood that this plan will be approved and we will in fact have an opportunity to implement it. So if there are those who have had dialog, or can have dialog with individual members of the Bd of Supervisors in support of Log Cabin Ranch, if there are those who would like to send letters of support for this plan to Log Cabin Ranch, to the Bd, ah, to the Bd of Supervisors or the Mayor's Budget office I certainly hope that all the energy that went into attending all of our meetings now gets directed to those other points in the process, because the simple fact is, it ain't over, til it's over, and it ain't over yet. Couple of other points and I'll close. As I've indicated, a critical piece of this will be the availability of staff at Log Cabin Ranch, and again there are people who have been there day and night, on endless hours, putting together this plan and day to day keeping the ranch operational, and I want to thank them. There are those who have not. The pool of people who will have to implement this option is the exact same pool of people who are currently available now. It is not realistic to assume that the people who have been carrying this burden can continue to do so by themselves. That means that those staff who have not been in work status, need to return to work status and need to be there routinely and consistently in order for this to work and for us not to get into fiscal trouble. And not to have this continuing upward trend in overtime and leave usage. As a practical matter, that will kill this plan. So this is going to require more than lip service on everybody's part for this plan to work. And I guess my final point is, a note of caution. If this Commission believes that inspite of our best efforts, that the document before you today is in fact unworkable, and unrealistic as it's characterized by some of the public comments, then clearly you understand your obligations not to approve this document, if that is your view of it. Secondly, if over the course of the fiscal year, assuming that we pass these other points of negotiations, at the Mayor's office and the Bd successfully, if at any point in the course of the fiscal year, it becomes clear that the plan is not working according to the standards as outlined here, and we would, try to be pretty specific about what the particulars were, as

accountability measures and monitoring measures, both fiscally and programmatically, if it becomes clear that the plan is not working, then the Dept and the Commission must act decisively to terminate option "c" and to implement either option "a" or option "b" or some other option that does have the likelihood of success and does have the likelihood of continuing a program that produces positive results for young men. I thank the Commission for your support up to this point. I know we can count on you for continued support during the remaining steps in this cycle, and I trust that we can also rely on the support of those who testified so passionately on behalf of keeping Log Cabin Ranch open. Thank you."
Comm. Ricci asked about the need for a 2nd cook. Will it be a problem to insert that in this budget, as was discussed in the Ad Hoc? The Chief said that the plan proposes to operate with only the staff listed herein. "If experience shows that that's a problem, at that point in time, we'd have to hire a temporary as needed cook and find the money to pay that temporary as needed cook. At this point, what this plan assumes and what I think is not unrealistic is that we can do what we need to do with the staff as outlined here." It would be possible in include a temp cook later, but not as a permanently budgeted position.
Comm. Ricci referred to an amount of $36.5K in this plan which was not included in the previous version discussed in Ad Hoc. She asked for a clarification: services of other depts., mental health. The Chief said that this line item was added for the presentation today. This is for a substance abuse counselor who is provided to us, who is onsite at Log Cabin and does substance abuse counseling for the residents at Log Cabin. It wasn't previously included, but wanting to make sure we don't leave any services, the dollar amount was put in. Additionally, the anticipated increase in TANF funds would allow the continuation of other TANF funded services there now. This and the higher amount of TANF funds is to try to maintain the same level of service that is there right now. Comm. Ricci asked who provides the substance abuse counselor. M. Lui said that is provided through a work order with our mental health dept. They coordinate the services. Ques: is that a CBO? Lui said he'd have to check on that. Comm. Ricci referred to the line item of professional and specialized services, which saw a dramatic increase from the previous version ($5k to $163K). M.Lui said that that they decided to take the risk to include the entire current TANF amount, which is $158k more than previous estimated. So this was added to that line item, to provide the direct services to the kids. It is CBOs and individual service providers as the Dept sees fit in terms of budgeting this money. There are no specific amounts budgeted for each of those different services..
Comm. Ricci asked for a list of those CBOs and individuals providing services. She also asked for documents related to the mental health services ($36.5k) and who will be providing the service.
Comm. Chuck moved to approve the plan as presented. Comm Richard 2nd. Comm. Bonilla proposed an amendment to include an increase in daily population of youth at Log Cabin, dependent on a positive evaluation of the operation of Log Cabin, up from 15 to 25. He felt that that level is a reachable target.
Comm. Connolly asked for a procedural clarification. John Kennedy (Dep. City Attorney) explained.
Comm. Chuck asked if such a change would hamper those who had to present it to the Mayor.
The Chief said that it would be reasonable when they do monthly discussions or quarterly reviews of whatever, then they could consider whether they increase the population or not. His concern that stating any number other than an annual avg of at least 30 may take away some flexibility that they'll need in the process. He thinks an avg daily of 15 and avg annual of at least 30 is not unreasonable at all. Comm. Ricci asked if language could be included that said the numbers of youth served would increase depending upon increasing the funding there? Would this hamper his negotiations. The Chief asked if that language was that generating additional revenues would lead to enhancing the staff and expand the capacity at Log Cabin, then that's reasonable. That would also provide a primary focus so that any additional revenue would first go to the Log Cabin staff to enhance their capacity.
Comm. Bonilla withdrew his amendment.
Comm. Bonilla took the Chair, so that Comm. Ricci could make her motion. The Chief offered the following language. To follow the first sentence...."This allows for an annual capacity of at least 30 youth under 'scenario c.' [add here] "Based on the availability of additional revenues, the Juvenile Probation Dept will employ additional staff and expand the population at Log Cabin Ranch, if all other areas of fiscal and programmatic accountability are in compliance." The question was called, and upon voice vote, the amendment carried 5-0.
Comm. Ricci called the original question for approval of the proposed plan. Upon voice vote, the motion carried 5-0.

4 (ACTION) Adjournment
There being no further business, the meeting was adjourned at 11:15 am.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 82
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:30pm Tuesday, May 13, 2003

AGENDA

1. (ACTION) Roll Call

2. (DISCUSSION) Public Comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.

3. (ACTION) Review and possible action on proposed process for the selection of the Chief Probation Officer
(public comments)

4. (public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.)

5. (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained at the meeting. Please call the office to make arrangements.)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF MAY 13, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION
held at City Hall Room 82 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
The Chair called the meeting to order at 5:45 pm. Comms. Chuck, Bonilla, Hale were present at the gavel. Comms. Ricci and Connolly arrived at 5:41 pm. Comm. Richard at 5:54 pm.

2. (DISCUSSION) Public Comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.
There was none

3. (ACTION) Review and possible action on proposed process for the selection of the Chief Probation Officer
Comm. Hale reviewed what was recommended at the Ad Hoc Comm.
1) the Dept will issue a notice requesting a resume, cover letter and a max of 10 pp of supporting documents to be delivered to the JPC office by May 23, 5 pm.
2) they will be date/time stamped, and interviews will be set up thereafter.
3) the interviews would be handled in closed session. Comm. Hale will come up with a set of questions that all candidates will be asked. Specific questions will be selected while in closed session, so no one can know them before hand.
4) while there isn't a Masters requirement, there is a BA requirement in the job description.
5) The notice will include a copy of the job description.
Comm Bonilla asked if the announcement had already been posted. Ans: no, it is ready for posting by tomorrow, noon,
Comm Bonilla asked if copies of that were available at the meeting. Ans: no. Comm. Bonilla asked for a copy. Comm. Hale said it was pretty standard, describing the deadline, the job description with salary range, and who and where to send the application to, what documents to submit. The Dept mentioned various places in the Dept the announcement will be posted.
Comm. Hale reviewed that the public had expressed a desire to participate in the selection process. He said that by Charter, the Commission is responsible for making the recommendation to the Mayor, and that required some confidentiality. They are protected by way of their "commissionship", but members of the public would not be, so because of that, there could not be a joint public/commission selection/interview committee. But it was described that the Commission knows the Mayor will be here for 6 mos, and that this position will be active for 6 mos. but that in contemplation of a full on search, should that take place, just as they did in the search that brought the current Chief, included a community component where the candidates would meet with the community.
Comm Bonilla asked if the list of candidates could be released to the community so they could set up their process to review them? Comm Hale said that was very possible.
Comm. Bonilla encouraged the community to set up their own process (town hall meetings, etc.) so their input can be included in the Commission's deliberations.
Comm Dupre asked for a clarification of what he was asking
Comm. Bonilla said that he would like the community to go through their process and keep him updated via communications with the Commission Secretary, so he could respond if need be.
Comm Dupre reviewed that the Commission could not direct the community in forming any review body. He asked if the community provider's group would be taking that initiative.
Comm. Connolly was asked to review the timeline of the process again. He did so.

(public comments)
Ray Balberan, Prog Director of Calles. He stated that it was a slap in the face of the community to not be allowed a part in the process of selecting the Chief. He reminded them that the community made their existence possible, and that it was their responsibility to help the community develop a process to

bring on a new chief.

Norbert Taylor, PO, a 32 yr Dept veteran. He gave his support to Lonnie Holmes's application for the Chief's position, and said that many of his colleagues felt the same.

Fia Valentino, of the Office of Samoan Affairs, asked the Commission to seriously consider someone who has a great familiarity with the community, and families and what they need.

N. Taylor, expressed his disbelief that in many past efforts to hire a Chief, no one local could be found that had the skills and qualities to fill this position.

Instituto Familiar de La Raza repeated her concerns from the previous meeting that the community wanted to be a part of the process, and is disappointed to hear now that that can't happen jointly. She threw her support of Lonnie Holmes for the position.

Comm. Dupre stated that it is not out of rudeness that the Commission doesn't respond to questions, but under the Sunshine Ordinance that governs them, to allow the public to make comments while they attentively listen.

Comm. Hale commented that he understood the desire of those who wanted to participate, and there is a way, just not a voting position. The question is, what is the level of trust. He said the way is what Comm Bonilla stated. The Commission will make available the names of those candidates, (this was done in the past). It'll be up to the community how they want to deal with those candidates. Comm Hale said he was counting on his relationship with the community. But politics aside. Those who want to be political, he couldn't "give a damn". For those who are sincere and want to provide information about who they think is the top candidate, so be it, and he will rest on his actions in terms of trying to make the dept a better one. The process here will work because the Commission has made it a point to make sure there is input from the community.

Comm. Connolly asked the community to indulge the Commission due to the tight timelines necessary. He encouraged them to keep attending, giving input, encouraging who they think is qualified to apply. This is not a national search; it is targeting employees in-house, in the Dept, or within the City and County of San Francisco.

Comm. Richard asked for specifics of how the community could be involved.

Comm Hale said that the last time around there were 3 or 4 candidates so the community set up interviews with them. The community knows the timeline, they can now set up when they want to see the candidates, and the candidates can be told of those times.

He said that he knows some of those responsible for the Local Action Plan were involved in the interviewing of this Chief.

Question: what would be the process for the announcement of the decision. Comm Hale projected a scenario: review applicants, set up interview schedules, (at least 4 hrs per applicant), likewise the community sets up their interviews and candidates will be encouraged to go to those, [Comm. Bonilla asked how that input will be taken in, through public comment? An Ad Hoc agenda item? How will it be incorporated?

Comm Hale said that this the system that was designed, if "we" don't respond... if "I go right, and everybody's saying left, I'm going to get slammed." As long as the Commission provides "them" with input, he said he was relying on their goodwill, their relationship. "We've tried to respond, to be responsive, but the process does not allow them going into the closed session."

Comm. Bonilla clarified that he was interested in hearing how the community's opinion would be considered and incorporated into the Commission's actions, elevating their input to meaning more than just listening to them in public comment.

Comm Hale said it could be a letter of recommendation; it could be public comment, individual lobbying. He said that Comm. Connolly said it correctly. Here, ultimately the Mayor will make the decision. So everyone has to exercise his or her rights to impact that decision especially at that level (the Mayor).

Comm Richard said that whatever the community does, it needs to be a fair process. He thought the letter of recommendation would be a good option.

Comm Dupre said that there is a time constraint. All those things talked about previously, the community going through their own process to review the candidates, the options stated by Comm. Hale, were still available?

Comm. Hale said he was not impressed by individuals who come to him talking about they are from the community, "I'm a black man, I'm a Latino", he doesn't care what their ethnicity is. He's looking for demonstrated commitment. This position is the highest-level administrator of juvenile justice in the city. He wants to see someone who has a demonstrated commitment to this work and not someone who just comes in, and this is what he's heard, and it's laughable, "I grew up here". He pointed out that the last two Chiefs, Rudy and Ed Flowers were both home grown, and we still had problems. The community wants to look at the individual to see if they have community ties. But he wants to make it clear "that just because you're black, or you belong to certain organizations that I might belong to, that buys you no favors, whatsoever."

Comm Ricci said that it is very important to get the public's opinion during this process, regarding the candidate they may support. She felt that it is critical to have that in order to develop an agency that will work best for the community.

Comm Hale said that members of the community and/or the Commission felt that if at the end of the process it there was dissatisfaction with how it was done, "we're" not bound by making the decision. It would be good to try and transition into a new Chief while Chief Williams is here, but if it needs to be extended or re done, it can be done right. "Folks just have too many conspiracy theories going on. If we're going to get it right, we'll get it right. We got Log Cabin right, and people thought we were conspiring to close it but we figured out a way. We'll figure out a way to make sure that the community has input. Again, those who are sincere about protecting our kids, not those who are talking about protecting their jobs. The political agendas. And I see two people I know who are speaking from the heart, and a third one I know is speaking from the heart, and I know another one who is interested and here because he believes he can offer this department an application that we will be impressed by, but the rest, (chuckle) and I'm telling you, I call it as I see it, and I'm gonna tell you again and again, because it works both ways, I'm not going to sit here and just take comments and crap from folks. That's over."

Comm Ricci asked that the process to be followed be written and presented at the full Commission so it clear to everyone what is going to happen, including the interview questions.

She felt that the questions should have the input of every commissioner, since the way one commissioner may phrase the question may not be the way another commissioner would.

She felt that this should be handled in the most professional manner, both in language and conduct of the Commissioners. As representatives of the present Mayor, and future Mayor, they should set the example for Commissioners.

Her opinion was that the main goal is have someone who will serve the needs of the children /youth of SF, and bring accountability to the Dept. If she has this outline summary in front of her, she'll be better able to digest it and make a decision later.

Connolly summarized: the job description for the position is not being created; it already exists and is being included in the notice. The set of questions being created that will be used with every candidate, will be kept confidential, upon advice from City Attorney, because they are personnel issues and only discussed in closed session. No candidate should have prior knowledge of those questions, and thus have an unfair advantage. Comm Hale was asked to draft the questions, and Comm. Chuck asked to be allowed to add input. Comm Connolly said that input would be allowed from all commissioners.

Comm Hale said the questions are pretty standard. He will discuss with each commissioner and show them a copy of the questions. He wants them to begin thinking of areas of the job and questions that ought to be asked. On the day they convene for interviews, they will then select the particular questions to be asked.

Comm. Richard asked what would happen to the position of Asst. Chief.

Comm Hale said that it was for the Chief to hire that position.

Comm Bonilla asked if there were copies of the questions used in the prior hiring of the Chief (Williams). Ans: no. Comm Hale said the circumstance then was a new Mayor, the mandate of the Local Action Plan, which demanded a certain individual. Now there's the JDAI, the replacement project. A different environment so that those questions may not be relevant to this time.

Comm. Connolly moved to approve the outline proposed by the Ad Hoc Comm for the selection of a

4.

5.

new Chief Probation Officer. Comm Bonilla 2nd. The question was called and upon voice vote, carried 7-0.

4. (public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.)
Ed Williams questioned Comm. Hale's integrity vis a vis his comments about trust. He said Comm. Hale presents himself in a very unprofessional way, having racial overtones to his comments. He asked Hale to resign from this and all commissions, having violated ethics by controlling $1.2 mil of the YMCA. Williams referred to the files he has made with various bodies that clearly state this and other issues. Williams asked how the Commission would respond to the documents he left with them the last time. He also offered more documents to the Commission related to those previous charges.
He asked the Commission to investigate the charges and get back to him.

5. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:45 pm.

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
9 1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

/28/03 5:30 pm Wednesday, May 28, 2003

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AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of April 23, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report May. 03)
   a. Status Report on Juvenile Hall replacement project
   b. Status Report on FY 03-04 budget process
   c. Status Report of the JDAI (Bierenger)

(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (ACTION) Possible motion to add accounting software to the JPC office computer to allow the Commission to review financial records of the Dept, via FAMIS screens. (Bonilla)
(pubic comments)

6 (DISCUSSION/ACTION) Review of TANF spending plan and clarification of final authority for expending funds (Ricci) **explanatory document: TANF spending plan for 2003-04
(public comment)

7 (DISCUSSION) Committee Reports
   a. President's comments: protocols for Commission and its committees, and planning for Commission retreat.
   Conflict of interest issue
   Alleged timesheet tampering
   b. Program Committee meeting of May 27, 2003 (Richard)
   c. Ad Hoc Committee of May 8, 2003 (Connolly)
   d. Ad Hoc Committee on LCRS, follow up. (Chuck)
(public comments)

8 (DISCUSSION/ACTION) Review and possible action on recommendation of Program Committee on the renewal of the PrIDE contract with LaFrance Associates in the amount of $225K. (Dupre)
(public comments)

9 (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and SF Charter § 3.100. to review applications for Chief Probation Officer, and set interview schedule.
(public comments)

10 (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a)

11 (public comment on any matter within the subject matter jurisdiction of the Juvenile Probation

Commission.)

11 (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office by. Please call the office to make arrangements.)

May 21, 2003

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MINUTES OF MAY 28, 2003 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
Meeting called to order at 5:40 pm. Comms. Bonilla, Ricci, Hale, were present. Comms. Connolly arrived at 5:48 pm, Chuck at 6:10 pm, Richard at 6:15 pm.

2. (ACTION) Review and approval of April 23, 2003 meeting minutes
The minutes of April 23, 2003 were approved as written. Comm Hale abstaining (absent from meeting)
(public comments)
There were none

3 (DISCUSSION) Chief Probation Officer's Report:

a. Status Report on Juvenile Hall replacement project
Chris Bigelow reported that the certificates of participation have been sold. Now a supplemental appropriation needs to be passed through the Bd of Supes. This will be heard 6/10 and 6/17. then they can start construction. On June 10, MOCJ has scheduled a groundbreaking ceremony at noon. The construction is estimated to start late June.

b. Status Report on FY 03-04 budget process
Mark Lui reported that the baseline budget submitted in Feb. remains the same except for the LCR. The plan presented by the Ad Hoc Comm on LCR, was added back into the budget system, at $2.2 mil. $358K of that is TANF ranch funds, the rest general funds. Lui said that due to the 790 negotiations (give backs etc.) this plan was able to be added back in.

There are 10 positions being deleted from the budget (from LCR: 2 cooks, 2 stationary engineers, stationary engineer, utility worker, 5 counselors.?) The contingency plan has been implemented. All of the revenue items were taken except for the sale/lease of LCR property. All non-staffing expense items were accepted, except for the voluntary furloughs. Finally 3 positions were asked for. JPD was the only public safety dept asked to cut positions, so they went back and negotiated no cuts. The Dept is scheduled to present to the Bd of Supes Budget Committee on June 11, and 26. Right now Harvey Rose has asked for a list of information, including vacancies, list of contracts, org chart, and a detailed description of each line item.

Comm. Ricci asked if the portion of the report on the LCR plan included what was brought up in a previous meeting, in regards to an increase from some $43K to $160K. Lui reviewed that that increase, which was added back in after the Ad Hoc Comm. approved the plan "c", represented the services that were deleted from the LCR budget when an initial plan to keep it open was being thought up. He said the Mayor's office allowed them to just keep the current LCR budget minus the 10 staff positions.
Comm. Ricci commented that she'd probably have to just meet with M. Lui to just clear up this confusion.
The Chief said that based on the City's negotiations with 790, it allowed the City to add back about $60k of general fund money (on their own initiative, to cover all those OT, and fringe, and those things which had not been covered). The City also agreed that LCR would not be contracted out during the '03-'04 yr.
Comm Hale asked why the Mayor's office rejected the voluntary furloughs. Ans. Bad strategy while the City is negotiating with the unions. The Chief briefly reviewed that the budget process was moving quickly and that they sometimes don't get much advance notice for information.

c. Status Report of the JDAI (Bieringer)
Gary Bieringer reviewed what's been happening with the JDAI. Been going on for 18 mons, he has been coordinator for about 6 mos. There are several overall goals.. reduce unnecessary detention, reduce disproportionate minority confinement, and develop alternative services to incarceration, and create a system wide change in all juvenile justice partners.

There were originally 5 JDAI sites throughout the country, now there are at least 15. In all its sites, it concentrates on overall reducing detention. In some sites, they are looking instead at over representation of minorities in confinement. In SF and Santa Clara, both are being targeted at the same time.

There are 5 working committees meeting monthly. One of the successful cornerstones to other JDAI sites is evening reporting centers, and SF will soon be reviewing proposals to operate 2 evening reporting centers here. Once a contractor(s) are chosen, Bieringer will take reps from them to Chicago to see how a model center works. The other concrete step SF will take is a home detention program at the point of arrest (for those appropriate cases). There was a 2-day conference in SJ of all the western states JDAIs to cross-reference. 2 wks ago Damone Hale and Liz J-S visited Santa Clara's DMC work, an upcoming site visit to Santa Cruz county and another to Portland, Or will give us further information on how they are doing their work.

Comm Dupre asked where funds were from for the evening reporting centers. Ans: State reg (JJCPA), and JBAG?

(public comments)
Comm Dupre instructed the public that they would only have one opportunity to address the Commission, as he understands the Sunshine Ordinance.
Ray Balberan wanted to make some comments about PrIDE, and was told that this was not the proper place to do so (item#3), but he wanted to also make comments about item #3. He was asked to make his comments under item#4.

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Raymond James Ali Balberan, Prog. Director of Calles program, asked the Commission to see what it could do include at risk youth (and youth on probation) on the construction crews doing the JH replacement project.
He spoke in support and favor of the JDAI. He opposed putting funds in LCR and encouraged moving the money to community based organizations. He also emphasized that high crime areas should get needed services in proportion to their problems. He opposed giving more money to an already expensive evaluation program. He said there were far cheaper programs that would serve the purpose. Finally, he asked what could be done to make the hiring process for the new Chief a more open process including the community.
Rev. Floyd Tremel, of 3rd Baptist Church?. Spoke in support of Lonnie Holmes' application for CPO.
Somalia Smith, Resident Service Coordinator Bayview Hunters Point housing, spoke in support of Lonnie Holmes.
Kamila, Mimi's House of Empowerment, a residential facility in SF, spoke in support of Lonnie Holmes.
Algernon Damone, 4th, spoke in support of Lonnie Holmes.
Sululagi Palega, President of the Housing Commission, thanked the Chief for the work in bringing the PI community into the system of services. He encouraged the Commission to study hard in order to make the best choice in the new Chief. He asked them to consider Lonnie Holmes (who he is very familiar with) as a good candidate for the position.
He echoed Balberan's feelings that money should follow the areas of highest crime. He said the new Chief needs to be sensitive to the diversity of the City and able to work with all neighborhoods.
Richard Warren, case mgr in Methadone clinic, SFGH, spoke in support of Lonnie Holmes.
Joyce Sewar, SF Boys and Girls Club, supports Lonnie Holmes.
William Otaro, (All Hollows Garden Apts, in BYHP) supported Lonnie Holmes.
Roger Gainey, PO, praised the Chief for his work, and gave his support to Lonnie Holmes.
Norbert Taylor, PO, thanked the Chief and wished him well in his future work, and then gave his support to Lonnie Holmes.
Thi-Bay Miradoli.asked about the PrIDE contract. She said that to date there hasn't been any results that they can see from that program. She said that if you ask directly the clientele (and agencies) what is best, you could get more ready answers. Finally, she gave her support to Lonnie Holmes.

5 (ACTION) Possible motion to add accounting software to the JPC office computer to allow the Commission to review financial records of the Dept, via FAMIS screens.
Comm. Bonilla said that this was a miscommunication. In a discussion he had with Comm. Dupre, this was brought up as a possible means for the Finance Committee to get information, but that they decided (after this was posted) to come back to discuss with the Dept administration all the other concerns related to having access to the information. So he asked to have this tabled until further notice.
The Chief offered to make available any reports the Finance Committee would like.
He said there was a host of concerns in the Dept and the Controller's office about providing that access to someone or to an entity who's operational responsibilities do not include specific budgetary information. To his knowledge, no other commission or commission secretary has access to that information at this point. The job classifications of those individuals who may want to access that information (thought incomplete). Comm. Bonilla asked to have this discussion with the Administration at another time.
Comm. Ricci asked to move the item to another date.
(pubic comments)
There was none

(DISCUSSION/ACTION) Review of TANF spending plan and clarification of final authority for expending funds

6 (Ricci)

Comm Ricci said that there is a question of whether the Commission has any authority to approve TANF fund expenditures. What she is told is that whatever the JJCC has approved, the Commission has no say in how those funds are spent. But she understands that Dept expenditures (contracts) are the authority of the Commission. So, aren't TANF funds revenues to this Dept, which get expended from its budget?

The Chief said that TANF funds are not expended through the Dept. Expenditures result when the TANF plan is approved, and then there's subsequent contracts or other financial obligations, and in fact the Commission does have review authority over contracts. So the spending authority embodied in those contracts does come before the Commission. Contracts come to the Commission for approval.

Comm. Ricci asked then for anything with TANF funds, it doesn't have to come before the Commission for approval?

The Chief said that the Comprehensive Youth Services Act, which is the authorization.... The legislation, which establishes TANF funds, requires that there be a local planning body, a local planning council. And in this county that's the Juvenile Justice Coordinating Council. That legislation also advises as to how that council is structured, and the Chief Probation Officer is designated as Chair of that planning body. The bylaws that were passed by the Juvenile Justice Coordinating Council in 1995 and approved by the Bd of Supervisors authorized that body as the body that approves the TANF funding. So to that extent, the requirement to monitor the development of the plan, and the approval of the plan consistent with the legislation is with the Juvenile Justice Coordinating Council and not with the Commission. That's the way the law was written and that the way the bylaws were fashioned after the law.

Comm. Ricci asked who on the JPC sits on that council. The Chief said that two members of the Commission sit on it. One is Chair of the Probation Commission and the other is Chair of the Juvenile Justice Commission. It is an 18-member group, as mandated by the legislation.

There are resultant Raps out. "all of the contracts that result from our portion of that will come before this Commission, likely around the end of June, so at that point the Commission can decide whether you vote any of those contracts up or down, and would be advised as to any pluses or minuses with an up or down vote. That is the Commission's authority, that is the process, and that's essentially how it's been carried out for since we began getting TANF funding, in '99 I think it was."

Comm Ricci: so if it's TANF funding, and it's contracted through the Probation Dept, then the Commission will act on it?

The Chief said that the Commission doesn't just see TANF contracts, it also sees general fund contracts. Yes, TANF contracts that result from the RFQs that were issued for 03—04 will come before this commission, likely at the end of June.

Comm. Hale said that TANF dollars were originally designed to expand beyond the scope of responsibilities of the Dept alone. In San Francisco there is a wide level of representation on the committee, and it is a process that is not duplicated by many other jurisdictions in the state. Others have used their TANF dollars for probation services principally. In SF, the agenda has focused on community response to juvenile justice prevention and intervention matters. In his (Comm. Hale's) role as Chair of the JJC, he has the responsibility of sitting on that committee (JJCC).

Comm Ricci commented that it would be helpful if those individual Commissioners who attend meetings of various initiatives would report back to the rest to keep them updated on what's going on, and also it would be helpful if notices of all such meetings were routinely given to Commissioners so that they could attend if they were able.

The Chief said that is possible.

Comm Hale said that without exception the TANF spending plan has come before the Commission. It has received input from the Commission in past years. It is up to individual commissioners to pursue whatever information they are interested in. In the case of the TANF spending plan, it is presented by the Chief every year. He commented that he was miffed at the comments of the Commissioner regarding not knowing the information around this.

He said the spending plan is consistent with the policies and goals and objectives that the Commission has laid out, so it is part and parcel to what they are doing. He said if others were interested, then you show up at the meetings like other public citizens and you participate if you like. He repeated he was miffed at Comm. Ricci's comments.

Comm Bonilla asked what would happen if the Commission disapproved any contracts that had TANF dollars.

The Chief that for any of the contracts that will come to the Commission in June, the Commission has the option of approving or not approving those contracts, as it has had every year contracts come before the Commission. For contracts that are in progress right now, or in operation right now and subject to renewal, the Commission would be bound by whatever that individual solicitation was that resulted in the contract, whatever the contract language is, and whatever the performance of the contract has been. That is when the Commission has blanket authority and can exercise that authority. Once a contract is executed then the Commission is bound by whatever the conditions of that RFQ was, and are bound by the conditions and specifications in that contract. If the Commission decides that it doesn't want to approve any contracts for TANF in the next fiscal year, the issue then becomes how they will reconcile that with the JJCC, who has legislative authority to authorize certain expenditures to TANF funding. It would be a problem, but technically the Commission has the authority to approve and disapprove contracts. The Commission does not have according to law the authority to dictate to JJCC what is in the spending plan.

Comm. Bonilla asked if there was a disagreement in priority between the Commission and the JJCC.

The Chief said that the Commission has two representatives, one official representative as the Juvenile Probation

Commission representative, and this year an additional Commission member who sits as a representative of another commission. So basically there are two people on this Commission who are on that council. Whether there is one person or two persons, this Commission's official access to and voice on the council is through your designated representative, who has been the President of the Commission. That's been the history. The President has sat, the President has the option to designate someone else if he or she so chose in the past. But historically the President has sat and that's the way that this Commission along with all of the other depts. and commissions that are represented on the council, that's how their voices are heard, that's how the input happens. That input goes into a process that has numerous other representatives. There's discussion, there's some consensus and then there's a vote. So, no single agency in that configuration, not the Commission, not juvenile justice, not defender, DA, police, no single agency can necessarily dictate to the council, anything because it has to be an approval by the council of the action that would happen. This Commission has a voice as do other agencies mandated by the law.
Comm Dupre recounted that Comm Hale served on that council during his Presidency. Comm Dupre has attended his first council meeting and was going to ask Vice President Ricci to serve as his alternate. He recounted that Comm. Grossman had requested information regarding those meetings. He said that if the Commission wanted, he'd be willing to report monthly how that is going.
Comm. Ricci said she recalled Comm. Grossman had asked to be notified of meetings, and for a while the Commissioners were given such notice, but for some reason this did not continue. She said that these questions, as well as many others, would continue to be asked by her so she can be fully informed and not be surprised by things as she has been in the past on the commission. She requested that commissioners conduct themselves with decorum.
Comm. Hale said he was surprised because information does flow. He said this was not something that was not known by the commissioners, he said that commissioners "have a responsibility to do their homework, and that homework is to ask questions, particularly basic foundation questions about any programs, any policy, before commission meetings so they don't spend an hour dealing with something that could have been answered prior to the meeting. But it seems that we come here with a particular purpose of running some agenda, asking some questions, for I don't know what reasons, but I know for the past several months we have been wasting time, in my opinion, on matters that could have been answered prior to. I don't mind addressing any of these issues. If these issues are important to any commissioners, I think we ought to address them. But what I am asking for, is at least we do some basic homework, some questions, the Chief is available, the staff is available, the Commissioners are available. So that when we come here to a commission meeting, we're not asking these preliminary questions, and if there's an action item, cuz there's an action item listed here, I don't know if there was one contemplated, you know it commissioners have a particular bent for action, I certainly would have liked to have information prior to today's meeting, perhaps even 7 days in advance, so that we could have time to review and reflect, and be able to have a fruitful and productive conversation. But that's up to individual commissioners."
Comm. Dupre reminded the commissioners of the time.
Comm. Ricci commented that former comm.. Grossman had asked for information in the same timely manner. She (Ricci) hasn't gotten them as requested, which is why she is asking. She said it seemed not only a problem on the Commission but in the Dept, that her asking upsets people. She said that it felt like people were not supposed to ask when they thought something needed speaking out on. She encouraged people in the Dept to keep doing so, and she will also keep exercising her right to speak out and ask questions.
Comm. Dupre asked Chief Williams if it "would be possible that either Mr. Bieringer or Ms Coleman email Commissioners when the Juvenile Justice Coordinating Council will be meeting, and if we could resume the minutes to the commissioners, the minutes as well as the dates." From this point on.
The Chief said yes. Liz Jackson-Simpson will be the point person for the JJCC information. He said his recollection of Commissioner Grossman's request that it was for JDAI minutes and updates.
(public comment)
There was one.

(DISCUSSION) Committee Reports

a. President's comments: protocols for Commission and its committees, and planning for Commission retreat.

Comm. Dupre asked commissioners to begin thinking about the retreat, and come up with ideas in the next meeting. As for protocols for the Commission and committees, he said that in the last 4 months there have been two ad hoc committees formed. (for LCRS, and hiring the new CPO). He said that he will never try to prevent anyone (commissioner) from having information or infringing on any right of any Commissioner, or anyone in the public, (stated for the record). When an ad hoc committee has completed its charge, then it is dissolved. This commission voted to have an ad hoc committee under the Chairmanship of Comm. Connolly. Comm. Dupre doesn't believe in micro managing, or usurping people's responsibility and authority. As Commissioners, "we" have a right to pick up the phone, go the our secretary and request any information we need or desire from any Commissioner on this commission. Therefore, the same respect we give to one another on certain issues should be all the time. Pick up the phone, call a commissioner, go through our secretary and request what you want, but this commission should not micro manage an ad hoc committee if we have agreed to have the committee. He encouraged the commissioners to try to work together.

Conflict of interest issue

Comm Dupre reported that this and the alleged timesheet tampering issue have been turned over to the City Attorney for appropriate review.

Alleged timesheet tampering

At this point, he turned over the Chair to Vice President Ricci, and excused himself from the meeting.

b. Program Committee meeting of May 27, 2003 (Richard)

Comm Richard said that the CBOs that were supposed to be there, due to a miscommunication, did not show up.

La France Associates gave a short report about Morrisania West's Youth Employment Readiness Program. He commended Morrisania West for being cooperative with LaFrance's efforts in collecting data.

Comm Richard also mentioned the discussion regarding renewal of the PrIDE contract and asked R. Sanchez for her opinion regarding wanting to refer this to the Finance Committee before going to the full Commission. R. Sanchez said that the current Commission Rules do not clearly state that process, so that if this is the process the Commission wants to adopt, it will have to change its rules. For now, it has to follow the process set, and that is from one committee to the full Commission.

Comm. Hale asked Comm Richard if they were just asking for a review of the PrIDE contract in respect to finances only or to programmatic issues. Comm. Richard said just finances.

Comm. Hale said that such a process would entail a Commission Rules change, as well as the consideration of a consent calendar to the agendas. He would be in agreement with exploring this.

Comm. Richard asked about the funding behind the PrIDE contract. Should it be the Programs Committee or Finance that approves that contract.

The Chief said that historically the Programs Committee has made the recommendations on general fund contracts and TANF contracts. He recalled that "the current contract with LaFrance was the result of a solicitation the Dept issued (an RFP or RFQ) for someone to operate the PrIDE contract after the decision was made that AJI would not operate it anymore. So that solicitation came before the Commission for its approval before it went out on the street. Subsequent to that there was a process to determine who the successful bidder was. The successful bidder turned out to be LaFrance and Associates (sic). When that contract was ready to be implemented, that contract also came before the Commission for approval. So at two points in the process there was engagement of, discussion with, and approval of the Commission regarding the PrIDE contract. The solicitation, when it came before the Commission, indicated that it would be for a multi-year period, I think, two or three years? Three years, and that the award in subsequent years would be made based on two criteria; #1, availability of funding and #2 successful performance based on the contract requirements. So, the RFQ came to the Commission. There were specifics in that that said this would be a three-year contract, subsequent years would be awarded if the successful bidder does what they're supposed to do and if there's money to pay them. The first contract that came before this commission was approved after that RFQ process unfolded. So, and again, to the best of my recollection that probably came before the Program Committee and then to the full Commission, and historically what the Commission has done is have community service providers report to programs and programs makes recommendations to the full Commission. That's been the history."

L. Jackson-Simpson spoke to Comm. Richard, saying that the Community Programs division has historically been submitting PrIDE reports to the Program Committee, because Comm Richard has the most knowledge regarding the contractor's performance.

Comm Chuck asked whether having consecutive meetings (on the tail of each other), would expedite matters. R. Sanchez commented that joint committee meetings wouldn't work.

Comm Hale said having consecutive meetings wouldn't meet the spirit of the Sunshine Ordinance. He suggested that the Commission review its rules.

He suggested sending this issue of reviewing finances of things be sent to the Finance Committee for their opinions.

Comm. Bonilla agreed that this should be something to consider as a better process.

The Chief encouraged the Commission to put in writing how their "new" process would work, so the Dept staff has a clear idea of what they'll be required to do.

If the Commission can also work up a master calendar for meetings, that would be beneficial.

Who will have the final approval? Which committee? What's the reconciliation.

Comm. Hale said there are a lot of questions to be answered. Depts are different. DPH is heavily staffed and can respond to their commission better than our dept. It wasn't his intent to wholesale change the processes in this year, but looking at budgetary items by Finance before they go forth is worth exploring.

c. Ad Hoc Committee of May 8, 2003 (Connolly)

Comm. Connolly said that this should be the meeting of May 28 (typo). The Ad Hoc committee has a recommendation to make resulting from today's meeting.

1st. each Commissioner receives a copy of all materials submitted by candidates for CPO, and keeps them in confidence.

2nd the Ad Hoc committee recommends the Personnel Committee meet tomorrow night (already noticed) in closed session to review all the applicants to establish all minimally qualified individuals.

3rd. interviews be noted next Monday and Tuesday, following this schedule: 6/2 12 noon-1:15 pm 6/2, 5:30pm, 6/3 12 noon-2pm, & 5:30pm

The Personnel Committee will use these times to interview the candidates, which of course is the full commission. As to the closed session tonight, he would suggest using that to flesh out any details of the process.

Dep City Attorney Rosa Sanchez said that if they simply wanted to discuss the process, that would have to be done in open session, that discussing the candidates could be done in closed.

Comm Connolly said that another meeting scheduled for Friday night, the 6th, would be canceled.

d. Ad Hoc Committee on LCRS, follow up. (Comm Chuck)

Comm Chuck explained that this is not a report from the committee, but rather an update from the Real Estate dept and PUC.

The Chief did not have a report about the PUC. He said the Real Estate Dept has executed a contract with an appraisal firm that contracts with the City. It will cost $5-7K , which will come out of the Dept's current fiscal year budget. They will appraise 4 of the 5 parcels of land at LCRS, by mid to late June.

Cassie Coleman, had a report about the PUC's visit to LCRS, and found it not a very promising site for solar/wind alternative energy projects. They did say that it would be cheaper to use Hetch Hetchy rather than PGE and will work with the Dept to convert over.

(public comments)

there was none.

(DISCUSSION/ACTION) Review and possible action on recommendation of Program Committee on the renewal of the PrIDE contract with LaFrance Associates in the amount of $225K. (Dupre)

Comm. Hale asked that this be tabled until the next meeting. Comm. Bonilla 2nd.

Comm Richard said that yesterday L. Jackson-Simpson said there were deadlines. L. Jackson-Simpson said that there are other steps that need completing before it can be executed by July 1.

Comm. Richard asked the Chief, given the funds are TANF, if the Commission rejects this, what would happen. The Chief said that "the JJCC has overall dominion over the expenditure plan. The Commission has authority over individual contracts, however as I indicated earlier, the RFQ that was used as a solicitation for this contract, came to the Commission, was approved by the Commission. That solicitation authorized a 3-year contract contingent on availability of funds and the meeting of the contract requirements by the successful bidder. At this point, the request being made is for the approval to move to '03-'04, for contract consistent with the three year time period that was approved in the solicitation. The qualifiers would be a) has the provider met all of the mandated particulars in the contract, which they have, and b) are there funds available, and there are because TANF funds were approved in the TANF expenditure plan by the Juvenile Justice Coordinating Council. So, this is a little different 'cuz' it's like in mid stride so to speak. The original solicitation came to the Commission, the original contract came to the Commission, in that process there were things that said if this provider does what it's supposed to do, and if we have money, they'll get a second contract, oh, another contract for another year. So what we're asking is, based on that, that the contract be approved for another year. The Commission can decide not to approve that contract, but there would be liability based on the previous approval of the RFQ and of the first contract.

Comm. Richard asked what liability.

The Chief said, "basically, what we said to, we're bound by the particulars of an RFQ and the particulars in a contract and if we say to a provider as we've said in this instance, we will continue to fund you if you do what you're supposed to do, and if there's money to do it, and in this instance, both of those qualifications are met. So if we decide not to do this, then we are liable because the provider could turn around and say, city, there's a breach of contract. Now, that doesn't mean it has to be approved tonight. And if the Finance Committee has additional questions that need additional information, then fine, that is the Finance Committee's responsibility and the Dept's to answer any questions that are out there. But in fact, the solicitation and the contract have been approved by the Commission before.

Comm. Richard asked Comm Bonilla as chair of Finance, if he had any questions and if not, to deal with this tonight.

Comm Chuck reminded the Chair that there was a motion and second to table this issue. Technically there should be no discussion at all until that is dealt with.

Comm. Hale said he was willing to withdraw his motion. Comm. Bonilla withdrew his second.

Comm Hale moved to approve the PrIDE contract, 2nd by Comm Bonilla.

Comm. Ricci asked if there are additional expenses to this program above the $225K of this contract. Comm Bonilla said that there are additional costs being paid by the Dept. example: rent of the office, cost of office operations. L. Jackson-Simpson said that the purpose of this, as directed by the Commission, was to figure out how to integrate the PrIDE system into the Dept. So the project resides in YGC, side by side in the IT building. She noted that this contract is for a lesser amount than last year's, and will diminish even more in ensuing years because it will ultimately become an in-house operation.

Comm Bonilla just wanted to review for his own understanding. Essentially the Dept has told the Commission that we entered into a 3 yr contract, we are in the 2nd year of the contract, and for purposes of the budget and the overall process, this is no protocol? To push the contract forward, if we were to end the contract tonight, then we would be held liable because essentially we had entered into a 3-year deal. Is that correct?

Comm Hale said that we could exit the contract under certain conditions. If they did not meet the contract

requirements, and that's what this report reflects is that they did. Absent their failure to comply with the requirements, we are subject to liability, for breach.
Comm Ricci asked if anyone had consulted with the City Attorney to see what the liability would be. Just to get an opinion from our City Attorney. R. Sanchez said that no one had consulted with her.
Sanchez spoke off mike and was not picked up.
Comm. Chuck commented that because they had been so under the gun about finances, they may be looking for ways to cut expenses, and may be hasty. He said that the PrIDE reports have been very easy to read and gives him an understanding of what we are about. He said that the reports are extremely fascinating and helpful.
Comm Ricci asked: is this program set up to help the community programs? L. Jackson-Simpson said that it was set up to help everyone. Comm. Ricci asked if the CBOs had been asked if it had been helpful to them. L. Jackson-Simpson said that response was mixed. The more "savy" organizations that understand the value of evaluations have used them to leverage other resources. Others have used the evaluations to "tweak" their programs. Some others still don't understand how this helps. LaFrance has been working with them. Jackson-Simpson said that LaFrance has done large-scale changes to the instruments so they weren't so cumbersome, and labor intensive, and more user friendly.
She said that they were attempting to get others (eg. MOCJ) to use the PrIDE system to evaluate their programs. She said that if we back away now and don't support it, no one else will and we'll never know how we're doing across the board, and how the programs are faring.
Comm. Richard said that his review of some CBOs showed the varying responses that Jackson-Simpson mentioned.
Comm Chuck moved the previous question.
Comm. Ricci said she would like to have a consultation with the City Attorney about this.
She said that in light of what the City Attorney stated (off mike, not picked up), asked what the commission would like.
Comm. Chuck said there was a motion to move the previous motion and that needed acting on. Comm Ricci said she didn't realize that the speaker would make such a motion when discussion was still being held as she wanted to still ask questions. Given that one commissioner did so move, then it would be voted on.
Upon voice vote, the motion passed 5-1, Comm. Ricci dissenting.
On the original motion, to approve the contract, roll call vote was taken: the motion carried 5-1, with Comm. Ricci voting no.

(public comments)
Stephen LaFrance thanked the Commission for approving the contract. He said that others had expressed interest in the PrIDE system (Gang Free Initiative, MOCJ, Girls Justice Initiative).

9 (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and SF Charter § 3.100. to review applications for Chief Probation Officer, and set interview schedule.
This item and #10 were removed from the agenda (also moved to table to Thursday, May 29, 2003)
(public comments)

10 (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a)

11 (public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.)
Seth Stewart, Director of the Small Business Council, City/County of San Francisco. He commended the Chief for his role modeling and his involvement with the African American Interest Free Loan Association, and then gave high praise and his support for Lonnie Holmes as the next Chief Probation Officer.
Norm Keeling, former PO, spoke in support of L. Holmes's application for the CPO position.

12 (ACTION) Adjournment
Comm Hale commented that he recognized the role the Chief played outside of the Dept. He said that this Chief has always been inclusive, and has endeavored to make the Dept a more efficient and effective agency for the communities, and young people. There's more people with input to how this Dept runs because of Jesse Williams's leadership. He extended his appreciation to the Chief for being an outstanding African American leader. He said he doesn't think the City will ever let the Dept be controlled again by small special interests. He said the communities now have a voice up here.
Comm. Ricci also extended her appreciation to the Chief for his professionalism, and thanked him from the bottom of her heart. Comm. Bonilla said it has been a privilege to work with him (for the short time he has), and respects the example he has set. He wished him well in his future work in Florida. Comm. Chuck called the Chief a visionary, a mentor and a class act. Comm. Connolly joined all the previous comments.
L. Holmes also commended the Chief for his work and applauded him for it.
There being no further business, the meeting was adjourned at 8:45 pm, in honor of Jesse E. Williams, Jr.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

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NOTICE OF SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

6:00 pm Thursday May 29, 2003

AGENDA

1. (ACTION) Roll Call

2. (DISCUSSION) Public Comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and SF Charter § 3.100. to interview applicants for Chief Probation Officer.
(public comments)

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a)

5. (public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.)

6. (ACTION) Adjournment

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May 23, 2003

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF MAY 29, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
The Chair called the meeting to order at 6:00pm Comms. Hale, Chuck, Bonilla Connolly were present at the gavel. Comms. Ricci and Richard arrived later.

2. (DISCUSSION) Public Comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.
There was none.

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and SF Charter § 3.100. to interview applicants for Chief Probation Officer.
The Commission convened in closed session at 6:05 pm
(public comments)
There were none.

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a)
Upon motion by Comm. Bonilla, seconded by Comm. Chuck, the Commission voted to not disclose any of the discussion

   (public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.)
There was none.

5. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 9:35 pm.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 408
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

6:00 pm Friday, May 30, 2003

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AGENDA

1. (ACTION) Roll Call
2. (DISCUSSION) Public Comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.
3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and SF Charter § 3.100. to interview applicants for Chief Probation Officer.
   (public comments)
4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a)
5. (public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.)
6. (ACTION) Adjournment

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 421
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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12 Noon, Monday, June 2, 2003

AGENDA

1. Roll Call

2. Public Comment on item number 3 and 4.

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))

5. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE May 30, 2003

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF 12:00PM, JUNE 2, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

held at City Hall Room 421 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. Roll Call
   The Chair called the meeting to order at 12:15 pm. All Commissioners were present at the gavel.

2. Public Comment on item number 3 and 4.
   There was none

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))
   The Commission reconvened at 1:15pm and upon motion by Comm. Connolly, 2nd by Comm. Chuck, the Commission voted not to disclose any of the content of discussions held in closed session.

   (public comment)
   There was none.

5. Adjournment
   There being no further business, the meeting was adjourned at 1:20 pm.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF 5:45 PM, JUNE 2, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION
held at City Hall Room 421 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. Roll Call
The Chair called the meeting to order at 5:50 pm. All Commissioners were present at the gavel.

2. Public Comment on item number 3 and 4.
There was none

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))
The Commission reconvened in open session at 9:10 pm and upon motion by Comm. Chuck, 2nd by Comm. Hale, the Commission voted not to disclose any of the discussion held in closed session.

(public comment)
There was none.

5. Adjournment
There being no further business, the meeting was adjourned at 9:15 pm.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

12 Noon, Tuesday, June 3, 2003

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AGENDA

1. Roll Call

2. Public Comment on item number 3 and 4.

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))

5. Adjournment

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF 12 NOON, JUNE 3, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. Roll Call
   The Chair called the meeting to order at 12:25 pm. All Commissioners were present at the gavel with the exception of Comm. Bonilla, who was excused.

2. Public Comment on item number 3 and 4.
   There was none.

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))
   The Commission reconvened in open session at 1:25 pm and upon motion by Comm. Hale, 2nd by Comm. Connolly, the Commission voted not to disclose any of the discussion held in closed session.

   (public comment)
   There was none

5. Adjournment
   There being no further business, the meeting was adjourned at 1:30pm.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF 5:45 PM, JUNE 3, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. Roll Call
   The Chair called the meeting to order at 6:00 pm Commissioners Bonilla, Chuck, Ricci, Hale, and Connolly were present at the gavel. Comms. Richard and Dupre arrived later.

2. Public Comment on item number 3 and 4.
   There was none

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))
   The Commission reconvened at 11:15pm, and upon motion by Comm Hale, 2nd by Comm. Chuck, the Commission voted not to disclose any of the discussion held in closed session.

5. Adjournment
   There being no further business, the meeting was adjourned at 11:20pm

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

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NOTICE OF SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 421
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm, Monday, June 9, 2003

AGENDA

1. Roll Call

2. Public Comment on item number 3 and 4.

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))

5. Adjournment

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF JUNE 9, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

held at City Hall Room 421 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. Roll Call
The Chair called the meeting to order at 5:40 pm. All Commissioners were present at the gavel, except Comm Bonilla, who was excused.

2. Public Comment on item number 3 and 4.
There was none

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER
Comm Dupre asked for a vote to keep the Secretary present during the closed session. It was voted to keep the Secretary in the session. The Commission adjourned to closed session.

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))
The Commission re convened in open session. Comm. Hale moved to rescind the motion made in the open portion of the meeting regarding access to personnel files. Comm Connolly 2nd. Upon voice vote, motion carried, 6-0.
Comm Hale moved to not disclose any discussion held in closed session. Comm. Ricci 2nd. Upon voice vote, motion carried 6-0.

5. Adjournment
There being no further business, the meeting was adjourned at 6:08 pm.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

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NOTICE OF SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 421
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

6:15 pm, Tuesday, June 10, 2003

AGENDA

1. Roll Call

2. Public Comment on item number 3 and 4.

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))

5. Adjournment

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE June 5, 2003

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF JUNE 10, 2003 SPECIAL MEETING of the of the JUVENILE PROBATION COMMISSION

held at City Hall Room 421 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. Roll Call
The Chair called the meeting to order at 6:50 pm. All Commissioners were present at the gavel except Comm. Connolly who returned at 6:55 pm.

2. Public Comment on item number 3 and 4.
Eddie Williams expressed outrage at what he perceived to be commissioners' behavior (referring to an article in the SF Chronicle), and made referrals to allegations of impropriety by Comm. Dupre and Hale, that he also mentioned in the past, and expressed his continuing surprise that they are still serving.
Gary Thompson echoed Mr. Williams's comments and asked what was the status of the materials handed over to Comm. Connolly at a previous meeting, and his request for an investigation into wrongdoing.

3. (ACTION) **Convene in closed session** per Admin. Code § 67.10(b), and Cal. Gov Code § 54957 for PUBLIC EMPLOYEE APPOINTMENT/HIRING THE CHIEF JUVENILE PROBATION OFFICER
The Commission convened in closed session at 6:57 pm.

4. (ACTION) Reconvene in **open session** and vote whether any or all of the discussion held in closed session will be disclosed. (SF. Admin. Code § 67.12(a))
The Commission re convened in open session and Comm. Bonilla moved to not disclose any discussion held in closed session, 2nd by Comm. Ricci. Upon voice note, motion carried 6-0, Comm. Richard excused from meeting.
5. Adjournment
There being no further business, the meeting was adjourned at 8:55 pm.

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NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 408
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm , Monday, June 30, 2003

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AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of May 28, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Acting Chief Probation Officer's Report: **explanatory document: monthly report May, 03)
   a. Status Report on Juvenile Hall replacement project
   b. Status Report on FY 03-04 budget process
   c. Status Report of the JDAI (Bierenger)

(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION/ACTION)
Review of, and possible action to approve recommendations from staff to enter into contracts for 2003-04, under TANF funding, with the following organizations at, up to, the stated amounts. Dupre)

AARS/SFC	$25,000
Bernal Heights Neighborhood Center – OMCSN	$60,000
California Community Dispute Services	$75,000
CARECEN	$100,000
Center for Criminal and Juvenile Justice	$99,737
Center for Young Women's Development	$50,000
Community Works	$63,000
Edgewood Center for Children and Families	$100,000
Family Restoration House	$70,000
Girls 2000	$100,000
Instituto Familiar de la Raza	$50,000
Mission Neighborhood Centers	$50,000
Performing Arts Workshop	$100,000
Samoan Community Development Center	$70,000
Special Services for Groups	$100,000
Urban Services YMCA	$50,000
YGCIC	$158,000 (Focus I & II combined)
YGCIC GED Plus	$55,000
YWCA	$98,000

(pubic comments)

**explanatory document: TANF contractors list for 2003-04

6 (DISCUSSION) Report from Dept on policy and practice of CYA commitments, evaluation of the services provided to Dept referrals to CYA. (Hale)
(public comments)

7 (DISCUSSION) Committee Reports
   a. President's comments
      - Commission Retreat

- General Staff Meeting Agenda (President and Vice President).
- Personnel Committee

(public comments)

8 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

9 (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office by. Please call the office to make arrangements.)

June 23, 2003

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MINUTES OF JUNE 30, 2003 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 408 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
The Chair called the meeting to order at 5:39pm. Comms. Bonilla, Ricci, Hale were present at the gavel. Comm. Richard arrived at 6:10 pm. Comms. Chuck, Connolly were excused.

2. (ACTION) Review and approval of May 28, 2003 meeting minutes
The minutes were approved as written.
(public comments)
There were none.

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3 (DISCUSSION) Acting Chief Probation Officer's Report:
   a. Status Report on Juvenile Hall replacement project
   Joanne Chow Winship reported that at a pre construction meeting of 6/18/03 they were setting things up to go, once the certification of the contract was finalized. They will be putting up the security fence. Various managers have been going to other sites to learn more about running a new facility.
   b. Status Report on FY 03-04 budget process
   Mark Lui reported that the Dept presented to the Bd of Supervisors Budget Committee on June 12. The Budget Analyst came out with their own recommendations, which were discussed at the June 26 Bd of Supes Budget Comm. mtg. Originally they came up with $433K reduction in the proposed budget. (report available from the Budget Analyst's office). At the meeting, the Bd of Supes reduced the number of counselors at Juvenile Hall cut, from 5 to 4. (Lui said that originally when the PO positions were cut, the money for them stayed in the Dept's budget. But the money as well as the positions of counselors was reduced. The money for these positions was re directed to be given to CBOs which were cut in the original baseline contingency cut process. Approx. $240K. Comm Hale asked who authorizes it to be restored to those providers. G. Tucker said that the recommendation went to the controller and the controller was instructed to put it in the fund for our dept. for specifically to restore Huckleberry as well as the other $120K. So it's almost like a transfer in budget allocations. If the question is whether this is something the Commission has to approve, then she defers to R. Sanchez. Supervisor Daley was very specific with the controller that it should be, that money should be moved out of juvenile hall. He specifically said move the money from juvenile hall to restore, fully restore, the $240K, specifically saying $120k to Huckleberry. And the remainder he said would be left in the fund. So we do have to clarify with the controller, because we asked the question, what funds, what does that mean. The controller was not quite sure himself. Comm Hale said that he believes the City Attorney said the Bd of Supes does not have the discretion to earmark specific programs. R. Sanchez did not have the answer to the question.
   Lui summarized that the net overall reduction to the proposed budget of $55k. This is about 1/3 of last year's reduction. Now the full Bd of Supes will hear the budget July 10 and 22.
   Comm Bonilla asked about the LCRS budget. Lui reported it to be about $2 mil. G. Tucker said that it is actually $2.017 mil.
   Comm Bonilla asked about dept Workers Comp? G Tucker said that at LCRS there are 4 out on workers comp.
   Ques: what impact will State's budget have on the Dept? ans: G. Tucker said none.
   Comm Bonilla was excused from the meeting at 6:49 pm.
   c. Status Report of the JDAI
   G. Bierenger reported that all the committees were actively meeting and furthering the discussion regarding detention alternatives. They will be initiating fevening reporting centers, and looking to using electronic monitoring to further keep young people out of JH.

A community mapping of the 94124 area will give them a better idea of what resources might be available or needed to serve JH detainees, 20% of them come from this area. They took a trip to Santa Clara to see their operations. The DMC working group is the most active right now. (Bierenger's written report is available from the JDAI or JPD office). Comm. Hale questioned why some of the violators of lesser severity could not be taken out of the hall. Bierenger said that there is still no strong continuum of service available. Comm Richard commented that perhaps some of those kids just don't respond to the attempts of the Dept or CBOs to change, so they end up in the hall.

Comm Hale continued to ask why the Dept wasn't aggressively trying to get these kids out? Bill Johnston clarified that those that the court has remanded to JH it's because s/he has failed attempts with CBO interventions. He further explained some of the cases in JH, which revealed that they were not individuals who could be put back on the streets.

The stats Comm Hale referred to are only a snapshot of a day in JH, and so don't tell the complete story which allows conclusions to be made about the effectiveness of the Dept's attempts to deal with detention. Comm Hale wanted to know how the Dept could give the Commission information/data which would allow that.

Quest: how many out of state placements are there now? About 10.

Comm. Ricci asked how many times does a kid have to fail placement before there are more serious sanctions? Johnston said it depends, it is assessed on a case by case basis.

Ques: what measures are available to prevent placement failures. Ans: POs are required to visit placements on a monthly basis and can try to intervene before anything happens.

(public comments)

There was none.

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

There was none.

5 (DISCUSSION/ACTION)

Review of, and possible action to approve recommendations from staff to enter into contracts for 2003-04, under TANF funding, with the following organizations at, up to, the stated amounts.

AARS/SFC $25,000
Bernal Heights Neighborhood Center – OMCSN $60,000
California Community Dispute Services $75,000
CARECEN $100,000
Center for Criminal and Juvenile Justice $99,737
Center for Young Women's Development $50,000
Community Works $63,000
Edgewood Center for Children and Families $100,000
Family Restoration House $70,000
Girls 2000 $100,000
Instituto Familiar de la Raza $50,000
Mission Neighborhood Centers $50,000
Performing Arts Workshop $100,000
Samoan Community Development Center $70,000
Special Services for Groups $100,000
Urban Services YMCA $50,000
YGCIC $158,000 (Focus I & II combined)
YGCIC GED Plus $55,000
YWCA $98,000

Liz Jackson-Simpson went over the process of coming up with the priority areas through a series of joint meetings with MOCJ, and other partners in the Local Action Plan, to decide on what types of programs/services would be solicited for in this RFP. She introduced Keith Choy, MOCJ, who talked briefly about how they were funding through the JJCPA grant (list available through MOCJ, or Community Programs Div).

Comm Bonilla asked what the AARS was. Ans: Asian American Recovery Services, it is the fiscal agent for the Straight Forward Club, who will be providing the services (recreation: boxing, case management).

Comm Hale wanted to see exactly how well the CBOs were doing with the young people: results as far as education, family relationships, etc. He said the contract lengths were too short (one year). L. J-

Simpson said they are using PrIDE to evaluate the programs. Everyone will be participating in that. As for funding, TANF is only going to be here for another year. Comm Bonilla wanted to know what were the criteria for choosing one contractor over another. He asked to see the score sheets on those that were successful bidders as well as those who are no longer contractors, so he can have a better understanding of why certain people are chosen and others not. L. J-Simpson briefly mentioned 4 criteria looked at. She and Comm. Bonilla can sit down and review some of those. Comm. Ricci asked about periodic reports and assessments on CBOs. L. J-Simpson talked about monthly reports from CBOs, two assessments a year (6 mos each), and periodic site visits.
Ques: are there projected populations to be served? Ans: yes. Comm Hale said that maybe contracts need to be re written to serve less, better, rather than more, badly.
Ques: who does YGCIC serve? Ans: youth on probation. About 16 per year graduate.
(pubic comments)
there were none
Comm. Hale moved to approve entering into contracts with the named CBOs. Comm. Bonilla 2nd. Upon roll call, the motion carried 5-0.
Comm Bonilla asked the Dept to give him reports on the financial portion of this funding, in the Finance Committee, so he can follow up to see who is achieving the results. He further clarified that whenever there is a programmatic report (to Program Committee) he would like a parallel financial report on those same programs, to be reviewed in the Finance Committee.

6 (DISCUSSION) Report from Dept on policy and practice of CYA commitments, evaluation of the services provided to Dept referrals to CYA
item was tabled til the July 23rd meeting.
(public comments)

7 (DISCUSSION) Committee Reports (items tabled to the next meeting)
a. President's comments
- Commission Retreat
- General Staff Meeting Agenda (President and Vice President).
- Personnel Committee

(public comments)

8 (DISCUSSION) Announcements, requests for future agenda items
Comm. Richard asked that there be a moment of silence for the memory of one of his youth, who drowned this past weekend, Jovan McDowell. Comm. Ricci asked also that the meeting be adjourned in memory of Enola Maxwell. President Dupre asked for a moment of silence for both, and that the meeting be adjourned in memory of both Jovan McDowell and Enola Maxwell.
(public comments)
There was none.

9 (ACTION) Adjournment
There being no further business, the meeting was adjourned at 7:35 pm.

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm , Wednesday, July 23, 2003

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AGENDA

9
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23/03

1. (ACTION) Roll Call

2. (ACTION) Review and approval of June 30, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report June 03)
   a. Status Report on Juvenile Hall replacement project
   b. Status Report on FY 03-04
   c. Status Report of the JDAI (Bierenger)
(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION) Report from Dept on policy and practice of CYA commitments, evaluation of the services provided to Dept referrals to CYA. (Hale)
(public comments)

6 (DISCUSSION) Committee Reports
   a. President's comments
      - Commission Retreat
      - General Staff Meeting Agenda (President).
      - Personnel Committee
(public comments)

7 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

9 (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office by. Please call the office to make arrangements.)

July 16, 2003

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5:30 pm , Wednesday, July 23, 2003

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AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of June 30, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report June 03)
   a. Status Report on Juvenile Hall replacement project
   b. Status Report on FY 03-04
   c. Status Report of the JDAI (Bierenger)
(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (ACTION) Possible approval for the Juvenile Probation Department to enter into '03-'04 contracts with the following service provider, up to the maximum amounts listed below:

Mission Neighborhood Center	$139,860.
Community Youth Center	$ 65,525.
Bayview Hunters Point FD	$ 65,525.
Morrisania West, Inc.	$ 65,525.
Potrero Hill Neighborhood House	$ 65,525.
Potrero Hill Neighborhood House	$ 52,763.
Instituto Familiar De La Raza	$ 65,525.
Office of Samoan Affairs	$ 65,263.
Vietnamese Youth Development Ctr.	$ 65,263.
SF Boys & Girls Home	$202,596.
Huckleberry Youth Programs	$508,371.
Y.W.C.A.	$ 65,420.
Ella Hill Hutch Community Center	$ 65,488.

(public comment)

**explanatory document: annual assessment report.

6 (DISCUSSION) Report from Dept on policy and practice of CYA commitments, evaluation of the services provided to Dept referrals to CYA. (Hale)
(public comments)

7 (DISCUSSION) Committee Reports
   a. President's comments
      - Commission Retreat
      - General Staff Meeting Agenda (President).
      - Personnel Committee
(public comments)

8 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

9 (DISCUSSION) Announcements, requests for future agenda items (public comments)

10 (ACTION) Adjournment

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July 16, 2003

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Juvenile Probation Commission >> Meeting Information >> Full Commission

Juvenile Probation Department

July 23, 2003

NOTICE OF July 23, 2003 REGULAR MEETING of the JUVENILE PROBATION COMMISSION

held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call

   The meeting was not called to order until 6:14pm due to lack of a quorum, so the Chair held public comments until then. Comms. Hale, Connolly, Richard were present at the gavel. Comms. Ricci, Bonilla, and Chuck were excused.

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2. (ACTION) Review and approval of June 30, 2003 meeting minutes

   The minutes were approved as written.

   (public comments)

   There was none.

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report June 03)

Chief Tucker announced the appointment of Bill Johnston as Asst. Chief. She further said that there would be a report on the progress of LCRS's operations, at the next meeting. They hare holding daily workgroup meetings on the reorganized LCRS, and made Thabiti Mtambuzi the monitor.

a. Status Report on Juvenile Hall replacement project (see public comment below)

b. Status Report on FY 03-04

M. Lui reported that there is no final word yet on the budget. As a result of the Bd of Supes budget committee, budget analyst meeting, 4 JH counselors have been restored. There has been no final word on the other restorations (CBO funds), yet.

c. Status Report of the JDAI (Bierenger)

G. Bierenger was not present so there was no report given.

(public comments)

There was none.

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

Joanne Chow Winship reported on the progress of the Juvenile Hall project. Current demolition is going on. Dept 30 of the courts will be moved to the 3rd floor of YGC, on August 4. The Laguna Honda roadway is getting done and a traffic light is being put in. Move-in is expected to be Jan. of 2005, with final completion by end of 2005.

Ques: how is noise being dealt with. Ans: DPW has been out there and so far there hasn't been excessive noise due to demolition (except for the jackhammering).

Bruce Fisher of Huckleberry thanked the Commission President and the Chief for what he understood to be their position that the add back given by the Bd of Supes, would restore his funding to previous levels.

Comm. Hale questioned whether the Bd had the power to specifically add back funds to particular contracts (or if that was the purview of the Commission). He said this was being looked at by the City Attorney's office.

This became a drawn out discussion and R. Sanchez advised the Commission to stop further discussion and return to public comment.

NTanya Lee reported that she had forwarded the JJAC report to the Commission. She also commented that she thought the intent of the Bd of Supes was to return the cuts in funds to CBO contracts, so she didn't understand the concern of the Commission regarding this.

(Since this was public comment, there was no response given).

At this point the meeting was recessed in waiting for a quorum.

5 (ACTION) Possible approval for the Juvenile Probation Department to enter into '03-'04 contracts with the following service provider, up to the maximum amounts listed below:

Mission Neighborhood Center	$139,860.
Community Youth Center	$ 65,525.
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SF Boys & Girls Home	$202,596.
Huckleberry Youth Programs	$508,371.
Y.W.C.A.	$ 65,420.
Ella Hill Hutch Community Center	$ 65,488.

Comm. Hale moved to approve entering into contracts with the above CBOs, separating the vote for Bayview Hunters Point Foundation from the others (so he could abstain). Comm. Connolly 2nd. Upon voice vote, the motion carried 4-0.

The Commission was then made aware that due to the loss of one Commissioner from voting, there was no quorum to vote on the remaining contract (BVHP). This will be held over til the next Commission meeting.

(public comments)

R. Sanchez reminded the Commission that they should call for public comments before they take action on motions.

NTanya Lee proposed a friendly amendment to the action just taken, to include the understanding that when the final word on the add back amounts comes from the Bd of Supes, that those amounts be returned to the CBOs from which they were cut originally.

R. Sanchez commented that it was her understanding that the Bd of Supes restored the money cut from the BCOs (in aggregate amount, without stating specific amounts for specific contracts).

G. Tucker did not know. She wanted to get the full information before bringing it before the Commission.

Comm Hale pressed his concerns again about the Bd of Supes exercising that power over the Dept and Commission.

Bruce Fisher expressed his concern over the concern expressed by Comm Hale, and how that and the "legal" opinion didn't jibe with the opinion of the Mayor's budget office or the Bd of Supes. He wanted to be sure that the assurances of the Chief and Commission President would be honored.

6 (DISCUSSION) Report from Dept on policy and practice of CYA commitments, evaluation of the services provided to Dept referrals to CYA.

Comm Hale said that he wanted this report because he's still concerned about the use of CYA.

The President appointed Comms. Hale and Connolly to review the current Dept process and policy on CYA commitments (how recommendations are made) and report back to the Commission if any revisions and/or changes in policy are advisable.

(public comments)

NTanya Lee asked for clarity on the purpose of the committee, and proposed a moratorium on CYA commitments until this "inspection" of the policy was done.

7 (DISCUSSION) Committee Reports

a. President's comments

- Commission Retreat

The President assigned Comms. Richard and Bonilla to an Ad Hoc Committee to decide on a site to hold the retreat, in August. The Secretary will poll the Commissioners for a date.

- General Staff Meeting Agenda (President). There was no report. The President removed this item from the agenda.

- Program Committee

Comm Richard reported that there was a brief review of the annual assessment report on the CBOs listed above, but due to the lack of an action item (agenda item was not written up for a specific action), the committee could not make any recommendations to the full Commission.

- Personnel Committee

The Secretary was asked to set up a mtg to take care of unfinished business.

(public comments)

There was none

8 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

There was none.

9 (DISCUSSION) Announcements, requests for future agenda items

Comm Hale mentioned that he read that SLUG was closing its doors and asking for other interested non profits to take over its various operations. He asked how this was going to affect the Dept's contracts with SLUG, and how it intended to proceed. Chief Tucker hadn't heard about this development. Will look into it and report back at the next meeting.

Comm. Dupre was alarmed by this information.

(public comments)

There was none.

Comm. Richard asked that the meeting be adjourned in memory of Jovan

McDowell and Enola Maxwell, both of whom passed away recently. Comm. Connolly also recalled that another person, Robert Ramirez, was remembered at the Program Comm. meeting. He asked to include Robert in this memorialization.

10 (ACTION) Adjournment

There being no further business, the meeting was adjourned at 6:58pm, in the memory of:

Enola Maxwell

Jovan McDowell

Robert Ramirez

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
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5:30 pm , Wednesday, August 27, 2003

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of July 23, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report July '03
   a. Status Report on Juvenile Hall replacement project
   b. Status Report on budget operations, status of former SLUG contract work at YGC and LCRS.
   c. Status of LCRS operations.
   d. Status Report of the JDAI (Bierenger)
(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (ACTION) Possible approval of Dept entering into contract with Bayview Hunters Point Fdn for the '03-'04 year, up to a max of $ 65,525.00 for IHBS.
(public comments)

6 (Action) Possible approval for the Juvenile Probation Department to amend the Huckleberry Youth Status Offender Contract for the amount of $120,000. (Tucker)
(public comments)

7 (DISCUSSION) Presentation by Brothers Against Guns youth, on a community survey they conducted. (Richard)
(public comments)

8 (DISCUSSION) Presentation of the Dept of Children, Youth and their Families' Children's Services Plan for 03-04. (Tajel Shah presenting) **explanatory document: Children's Services Plan.
(public comments)

9 (DISCUSSION) Presentation by LaFrance Associates on PrIDE. **explanatory document: introduction packet
(public comments)

10 (DISCUSSION) Committee Reports
   a. President's comments
   b. Committee reports (Program, Finance, Personnel, Ad Hoc on CYA)
   c. Retreat report
   d. Establishment of a phone number for informational resource referral. (Bonilla)
(public comments)

11 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

12 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

13 (ACTION) Adjournment

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August 20, 2003

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Juvenile Probation Commission >> Meeting Information >> Full Commission

Juvenile Probation Department

August 27, 2003

MINUTES OF AUGUST 27, 2003 MEETING of the JUVENILE PROBATION COMMISSION

held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call

The Chair called the meeting to order at 5:34pm. Comms. Hale, Bonilla, Ricci, Chuck were present at the gavel. Comm. Richard arrived at 6:45pm, Comm. Connolly was excused.

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2. (ACTION) Review and approval of July 23, 2003 meeting minutes

The minutes were approved as written, with two abstaining.

(public comments)

There was none.

3 (DISCUSSION) Chief Probation Officer's Report

In the absence of Gwendolyn B. Tucker, Bill Johnston called Chris Bigelow to the podium for #3a.

a. Status Report on Juvenile Hall replacement project

Chris Bigelow reported that the demolition was completed and now they were doing grading and excavation. They are into the 6th week of a projected 125 wk schedule, finishing phase 1 (the structure) by end of Feb. '05. They will be doing excavation of Woodside Ave to do the utilities. Things are moving smoothly (paperwork getting in place to obtain the state funds).

b. Status Report on budget operations, status of former SLUG contract work at YGC and LCRS

M. Lui reported they are still working on closing out the '02-'03 year, expecting to finish by end of August. They started with an $870K deficit in their general fund close out process, and have made that into a surplus of $15K with some transactions they will be completing in the next couple of weeks. Some of the big ones are a TANF revenue from DHS for expenditures made in prior years (there was a close out of some additional monies from TANF beyond our annual allocation of $3.6mil). The Mayor's office allowed them to recognize some of those additional funds, and that's how they came up with that additional $335 K). They also recovered about $170K from DCYF (in Prop J funds). Another TANF related item is TANF admin. (10% of the grant = $323K). That is used to cover some of the Dept's administrative costs. Finally, close out of encumbrances ($65K) that were not used. All these "revenues" brought the Dept's deficit to a surplus. There are some older grants that are still on the books, and need to be closed. Current FY situation: The STC funding from the State is again not going to be available. ($150K) This will be offset by some general fund set asides. 4 lay-off notices for counselors were rescinded due to Workers Comp and SDI claims. They need to be returned to the budget. The EC is doing an ongoing review of divisions' budgets.

There's still the chance of a mid year adjustment depending on the federal budget.

Comm Bonilla asked about the status of outstanding unpaid contracts for '02-'03. Lui said they were working with the Controller's office now. They were unable to pay the contractors because they did not encumber the monies to do so, because they did not have a contract in place for a few of those CBOs. (no specific reasons for this were given). The Controller's office is holding the Dept to certain requirements (which have always been there, but just not as stringently demanded of Depts). They are basically wanting to know how this happened and what the Dept is doing to prevent it from happening again. They are also asking to review invoices, and asking programmatic questions about documenting services provided and the results of those services.

The Dept has managed to make one payment to Potrero Hill. The others are still pending. (They expect to pay them in the next month). CPO Tucker said they are going to finish processing the contracts by Sept. Currently there's some new language for contracts relative to the hiring of employees, etc. of those CBOs that the Dept contracts with. Those are issues the CPO is trying to iron out with the City Attorney's office. At some levels, some of that language can be detrimental to those individuals that are going to be employed. She is trying to get that language in such a way that the Dept can moderate that. She is concerned that it may be discriminatory to employees.

Comm Bonilla asked if she was saying that by Sept the Dept would pay off everyone they owe (CBOs)? Tucker said no. She was working with the Controllers' office to get the authority to pay off all the 'back' ones. They have the money, but they need the authority. For the '03-'04 contracts--- one of the problems before was that those contracts were not executed. If you do not execute the contract, you can't encumber the money. So all contracts must be processed ("our process") by Sept. Then they can start going through the channels. But their work is done because if they have completed their process and they go through the rest of the process; purchasing, the attorney's office, and all that kind of stuff, then the money can be encumbered and 'we' won't have the same problems we have now.

Comm Bonilla asked what the surplus will be used for. Lui said they expect to use it to pay off another bill, but if they don't have to, they will try to get an appropriation carry-forward.

CPO Tucker said that they had an NIC grant for technical assistance in setting up a training academy, for our staff to train our individuals in the computer technology. We are going to use that model where we get trainers in to train our staff, and they can get money from offering that training to other jurisdictions like adult probation. They also are looking at the union education fund. Every union has an education fund so they are encouraging staff to look into that.

Comm Hale asked about what the City Attorney was requiring in as far as CBO staff backgrounds ---felony convictions, etc.

Comm Ricci took a moment to congratulate Chief Tucker for being named the CPO.

She then asked about LCRS budget. What is the current budget? Lui said the budget is $2.1 mil (approx what it was last year), but 4 counselor positions have been cut. With the shortage of staff there, those 4 positions were given back (not yet put back into the Dept budget), and the lay offs were rescinded.

CPO Tucker reported that the Mayor's office cleared requisitions so the Dept can hire on-call counselors. 3 will be starting in Sept. This will help in reducing OT. They will develop a list of on-call counselors.

Comm Hale asked the Finance Committee to get an early start in looking at the next year's budget, so they aren't caught off guard as they were this year. He wanted open and early planning.

CPO Tucker also mentioned the concerns for extra costs that will come with the opening of the new juvenile hall (equipment, transition). There are less staff in the Dept now, (eg. POs have dropped to 62 from 80) so there are many things that will need to be accounted for in upcoming years.

Comm Bonilla agreed with Comm Hale and assured him that the Finance Committee will begin that process of preparation.

c. Status of LCRS operations.

Liz Jackson-Simpson reported that the horticulture program at LCRS is at a standstill. The YGC landscaping is Prop J funds and will be reallocated, and the community service contract (taking probation youth to fulfill their community service requirements) was funded through a DPW grant. The fiscal agent for that grant will now be the SF Study Center. The SLUG staff will continue to give supervision to our kids until Oct. 31. Then a new arrangement will have to be made.

CPO Tucker said that in July they started planning to meet the reduced budget. They assigned a "monitor" (T Mtambuzi), and they are now developing a workplan for this year. The plan should be complete by the first week of Sept. They need to develop the vocational component. Staff will now be assigned to programs so they can run them if need be. Student handbooks and providers' manuals will be done.

Comm Hale asked to have attention paid to the funding for LCRS' future. Comm. Dupre suggested he, the Vice Pres and Comm Chuck go down to LCRS to attend a staff meeting, to be visible and show their support. CPO Tucker asked the Commission to possibly do a committee to look for funding opportunities.

d. Status Report of the JDAI Garry Bieringer gave an update on the progress (his written report is available on the Commission webpage).

Comm Hale asked about the large amount of overrides in detaining youth in Juvenile Hall. Bieringer said that is why they are concentrating on alternatives. Bieringer promised to get Comm Hale info. on reasons for overrides involving African American youth.

Comm Hale referred to an article from 'Youth Today' regarding a claim that race had nothing to do with arrests. Bieringer gave the example of Utah, where race definitely seemed a part of the reasons for arrests.

(public comments)

There were none

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

None

5 (ACTION) Possible approval of Dept entering into contract with Bayview Hunters Point Fdn for the '03-'04 year, up to a max of $ 65,525.00 for IHBS.

Comm Hale excused himself from this item, due to conflict of interest. L. Jackson-Simpson reviewed that this was presented at last month's meeting but could not be approved due to a lack of quorum. They are recommending it be approved.

How many youth are served by this contract? L Jackson-Simpson said 20 are contracted.

Comm Ricci moved, Comm. Bonilla 2nd. Upon voice vote, the motion carried 4-0. 1 abstention.

(public comments)

There was none.

6 (Action) Possible approval for the Juvenile Probation Department to amend the Huckleberry Youth Status Offender Contract for up to the maximum amount of $120,000.

Comm Hale repeated his concern that the Bd of Supervisors does not have the authority to order Depts to allocate funds to specific contractors. But the Mayor's office does, and he understands that the Mayor's office is in support of this decision, so he's willing to accept it.

Comm. Hale moved, 2nd by Comm Chuck.

Bruce Fisher supported this motion. He mentioned some of the efforts they are making to extend the work of Huckleberry, so that the per cost average is reduced. Comm. Hale asked about getting a fair share of support from other depts. that refer youth to Huckleberry for services.

(public comments)

There was none.

7 (DISCUSSION) Presentation by Brothers Against Guns youth, on a community survey they conducted.

Comm Richard introduced his staff (Michael, Chico, Tracy), along with all the youth who came to do the presentation. Some of the findings were surprising -eg. a large number felt their neighborhood was safe--- and the group read a list of recommendations they had as a result of this survey. (a copy of the survey results are available through Brothers Against Guns).

(public comments)

Comm Hale mentioned the Housing Authority's intention to close the Milton Meyer Gym. He was concerned for the loss of a place where services are provided to youth. What is going to replace this?

Comm Richard asked the Commission and the Dept to help write letters to the Housing Authority encouraging them to allow the Gym to stay open.

Comm Chuck asked Comm Richard to prepare a one page fact sheet about the gym, that can used to publicize this issue. Comm Richard said that Oct. 31 was the deadline for Housing Authority's decision.

Comm Chuck thanked the presenters for their surveys and report.

Toni Dunbar, Chaplain, said that this survey is a great starting point for other data collections and research.

8 (DISCUSSION) Presentation of the Dept of Children, Youth and their Families' Children's Services Plan for 03-04.

Cedric Yap, Deputy Director of DCYF, gave a brief background of the Dept and the legislation which it oversees. The Children's Services Allocation Plan is still in process of finalization, and will come with recommendations for future investment for children's services in the City. (copy of report available on Commission's webpage –agendas, or DCYF's webpage). Tajel Shah gave a more detailed recounting of the contents of the report.

C. Yap asked the Commissioners for their own perspectives on this report and if they had any input to give. There was a short discussion about how this could be done. It was decided that each Commissioner submit their own opinions to the DCYF and allow them to digest it at their own convenience. C. Yap said that would be fine, if they could do this within the next two weeks.

Comm Bonilla asked what the DCYF was doing to assure services were available to youth in his own district (11), where there are not many CBOs. Yap said that they offer organizational development support to help grow community based CBOs. They also will try to support City Depts that do serve youth (eg. Rec&Park). Comm Hale commented about the questions at the end of the handout. He asked DCYF to look into how other Depts could take up some support of services which Juvenile Probation is now paying for (referring to Huckleberry) which are more appropriately things that those other departments should be responsible for. This would release some JPD funds to help move forward the JDAI initiatives. C. Yap acknowledged that request.

(public comments)

G. Bieringer asked about whether JPD could now apply for funds from DCYF (given originally it was restricted from doing so). He also asked DCYF to keep in mind points and recommendations coming from the discussions held by MOCJ, JPD, and others around the "Circle of Care" system for juvenile justice, when they put their overall allocation plans together. T. Shah said that there are some funds going to JPD programs. Other language in the legislation restricts funds from going to treatment type programs, or to supplant city services.

9 (DISCUSSION) Presentation by LaFrance Associates on PrIDE.

This item was tabled until further notice

(public comments)

10 (DISCUSSION) Committee Reports

This item was tabled until the next meeting

a. President's comments

b. Committee reports (Program, Finance, Personnel, Ad Hoc on CYA)

c. Retreat report

d. Establishment of a phone number for informational resource referral. (Bonilla)

(public comments)

11 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

None.

12 (DISCUSSION) Announcements, requests for future agenda items

Comm Hale and Richard announced the next two games of the SF Brown Bombers football team.

Comm Richard asked that the meeting be adjourned in the memory of Alfonso Rhodes, who was killed on the 7th of August.

(public comments)

There was none

13 (ACTION) Adjournment

There being no further business, the meeting was adjourned at 8:26pm

in memory of Alphonso Rhodes Jr.

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:30 pm , Wednesday, September 24, 2003

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24/03

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of August 27, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report August '03
   a. Status Report on Juvenile Hall replacement project
   b. Status of LCRS operations
   c. Status Report of the JDAI (Bieringer reporting)
(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION/ACTION) Letter to DCYF asking why the Excelsior Youth Center is closed on weekends.
(Bonilla)
(public comments)

6 (DISCUSSION) Presentation by LaFrance Associates on PrIDE. **explanatory document: introduction packet
(public comments)

7 (DISCUSSION) Committee Reports
   a. President's comments
   b. Committee reports (Program, Finance, Ad Hoc on CYA)
   c. Retreat report
   d. Establishment of a phone number for informational resource referral. (Bonilla)
(public comments)

8 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

9 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

10 (ACTION) Adjournment

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September 17, 2003

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Juvenile Probation Department

September 24, 2003

MINUTES OF SEPTEMBER 24, 2003 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call

   The Chair called the meeting to order at 5:45pm. Comm. Hale was present at the gavel, Comm. Richard arrived afterward. Comms. Ricci, Bonilla, Chuck, Connolly were excused. There was no quorum. The Chair announced that at a late hour, he was informed by Comm Ricci that she was unable to attend tonight's meeting, thus resulting in lack of a quorum. The Chair carried on an informal informational exchange. R. Sanchez interrupted and advised that the Chair first adjourn and if they wanted to have informal discussion elsewhere, they could do that.

   The Chair adjourned the meeting (for lack of quorum) at 5:59pm.

   All items will be revisited at the next regularly scheduled Commission meeting.

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2. (ACTION) Review and approval of August 27, 2003 meeting minutes
   (public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report August '03
   a. Status Report on Juvenile Hall replacement project
   b. Status of LCRS operations
   c. Status Report of the JDAI (Bieringer reporting)
   (public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION/ACTION) Letter to DCYF asking why the Excelsior Youth Center is closed on weekends. (Bonilla)
   (public comments)

6 (DISCUSSION) Presentation by LaFrance Associates on PrIDE. **explanatory document: introduction packet
   (public comments)

7 (DISCUSSION) Committee Reports
   a. President's comments
   b. Committee reports (Program, Finance, Ad Hoc on CYA)
   c. Retreat report
   d. Establishment of a phone number for informational resource referral.
   (Bonilla)
   (public comments)

8 Public comment on any matter within the subject matter jurisdiction of the

Juvenile Probation Commission

9 (DISCUSSION) Announcements, requests for future agenda items (public comments)

10 (ACTION) Adjournment

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm , Wednesday, October 29, 2003

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AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of September 24, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report September '03
- a. Status Report on Juvenile Hall replacement project
- b. Status of LCRS operations
- c. Status Report of the JDAI (Bieringer reporting)
- e. Report on Operation Cease Fire (Lowder reporting)

(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION/ACTION) Letter to DCYF asking why the Excelsior Youth Center is closed on weekends.
(Bonilla)
(public comments)

6 (DISCUSSION) Committee Reports
- a. President's comments
  - Chaplain's Update
  - Grantsmanship options
- b. Committee reports (Program, Finance, Ad Hoc on CYA)
- c. Retreat report
- d. Establishment of a phone number for informational resource referral. (Bonilla)

(public comments)

7 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

9 (ACTION) Adjournment

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October 22, 2003

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Juvenile Probation Commission >> Meeting Information >> Full Commission

Juvenile Probation Department

October 29, 2003

MINUTES OF OCTOBER 29, 2003 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

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1. (ACTION) Roll Call
The Chair called the meeting to order at 5:40pm. Comms. Ricci, Bonilla, Hale were present. Comm. Chuck arrived at 5:56pm, Comms. Richard, Connolly were excused.
2. (ACTION) Review and approval of September 24, 2003 meeting minutes
the minutes were approved as written (as the meeting was adjourned due to lack of quorum, there is no content to the minutes)
(public comments)
There was none.
3 (DISCUSSION) Chief Probation Officer's Report
   a. Status Report on Juvenile Hall replacement project
   Joanne Chow Winship reported that the project was moving along smoothly and on-time/on-budget. There is upcoming trenching that will take a couple of weeks, to connect the facility to the public utilities and this will create some traffic congestion around the south end of the building. There was a question of the noise and if it was overly disruptive. Ans. There have been no complaints about this as yet. There is some inconvenience created by the move of Dept 30 to upstairs, having traffic between the public and wards crossing, maintaining public safety.

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   b. Status of LCRS operations
   LCRS Director D. Sanders reviewed the new processes they've instituted at the Ranch. The processes are in place and being implemented now, but the written document, which outlines them is being finalized and should be with the Chief by end of this week. A copy will be given to the Commissioners afterward.

   L. Jackson-Simpson gave a recount of the vocational programs (given at the Program Committee of the night before, see minutes of Program Comm. mtg). She mentioned an effort with Clear Channel to conduct a broadcast training program which could offer internships to youth coming out of LCRS. There are also 3 youth interested in the Job Corps programs. The Dept is looking at working with more than just the TI programs.

   Sanders reported that he has a full staff, and there is an on-call list.

   Ques: what is the situation with OT and Workmans Comp. Sanders deferred to the Chief. Chief Tucker said that the OT has been reduced and is on budget. No further details were given. She said that the Controller is doing a survey of other jurisdictions to see how WC seems to be working, and will hopefully have their findings by the end of Dec.

   Comm. Bonilla requested to see that report in Finance Comm. when it was available.

Ques: who does the assessment of the youth referred to LCRS? It is done between the court, the JPD (N. Yalon) and others. And there is a 90 day "orientation" during which time the youth may be returned to JH for readjustment. If he fails to comport to LCRS processes. They have used this with some youth already.

L. Jackson-Simpson reported briefly on the vocational programming being developed (see program comm. mtg mins).

There was a concern with this "new" plan. There was a "Masterplan" already done by the Dept and approved by the Commission. It almost seems that the Dept spends more time in coming up with one plan then coming up with something different, rather than concentrating on best practices and going for results. So far, there are no numbers showing the results of any of these plans, after youth leave LCRS. The numbers are more important than seeing the written plan.

This was echoed by other Commissioners who said that results were the most important thing..."tangible products." Chief Tucker said that the two objectives they had for the youth at LCRS were either a GED or a diploma. This is in their plan.

Chief Tucker said that this "new" plan is the same as the "Masterplan" but has been scaled back due to budget considerations.

Comm Hale asked the Dep.City Attorney what the legislative requirement was for the schools; do they have to provide educational programs to the Dept's youth? The interest in this was how to re coup some funds from the SFUSD, either by charging rent or using ADA funds. He asked for information from the schools regarding amount of money they collect for having these youth on their rolls.

J. Fithian, SFUSD said that they are starting to research this question. He has taken other measures to cost cut, leaving some positions unfilled (they have adequate staffing for 24 kids, which is the average population). He mentioned that because the age of the youth has dropped (15-16 yrs), they are not going to be getting a GED or diploma in the time they're at LCRS. Comm. Chuck agreed, and said further that many of the youth being served are lacking the basic educational building blocks, which makes it harder.

There were questions about getting evidence of how effective the programs are, for youth after they leave... not just a year later, but even longer. The difficulty of keeping track of youth afterward, and when they reach 18 yrs, is great. Nobody had an easy answer for how to do this.

c. Status Report of the JDAI (Bieringer reporting)

G. Bieringer reported that the initiative was moving along well, mentioning last week's public presentation at Delancey St.. They recently took 13 people back to Chicago to learn about the Evening Reporting Centers, in preparation for the SF centers' opening Jan. 1, 2004. They are going to start another workgroup: language access and cultural diversity, to look at how all ethnicities can receive adequate and appropriate services. They did a survey of people in the 94124 zip code area (where a majority of youth in the Dept reside). They will next do a survey of youth from 17-25 who have been in the system, to see how they think things need to be changed in order for youth to be better served. They will also be surveying the Police Dept and school resource officers to get their perspectives on the issue of disproportionate minority confinement. He emphasized that the initiative won't work without the participation of the Police Dept.

Ques: with the current and future budget issues, how will the JDAI recommendations be operationalized. Comm. Hale wanted a report from the Dept on how they will re configure the Dept to support those recommendations. The Chief commented on various issues surrounding JDAI; staffing issues that will come up with the evening reporting centers –POs working evenings; underperforming CBOs (current contractees not being fully utilized, not being referred to by the Dept; how to get the services to "shft to fill the holes so there is not duplication of services, as well as how do we form these community based organizations in a graduated sanction continuum of service, so that youth can step down or step up depending on their needs" (said the Chief). She commented that the Juvenile Probation Dept needs to reorganize to meet this need.

Comm Chuck asked how information from PrIDE factors into this. Bieringer said that at this point there is no intersection or knowledge gained from PrIDE which helps the JDAI process. L. Jackson-Simpson said that there will be some mutual support available from information from PrIDEand JDAI, but each has its own principal goals which are not the same and the other.

d. Report on Operation Cease Fire

Greg Lowder, Dir. MOCJ, gave a short update on what is happening with Operation Cease Fire, which was brought to SF in Sept 2001 and started about Jan. 2002. It is originally from Boston (called the Boston Gun Project). It is a gun violence suppression project which emphasizes heavy consequences for any gang (or individuals) who would violate a cease fire "agreement/understanding." He reported that in SF there were approx. 29 identified gangs in the city, with about 700 confirmed members. 50% of all homicides in the City were attributable to those gangs. He said that the first violators of that "agreement" was "Big Block," (about 27 members who ultimately got indicted by the US Attorney). The next two groups to come under suppression were "Oakdale, and BMT." 30 members of them were arrested. Similarly, actions have been taken against "WestBlock" and other groups. He said that while it is hard to measure success for a program like this, he believed there has been success. He said that less than 50% of the homicides for this year are the result of gang violence. It is not a panacea. How does this relate to the JPD? The JPD has always been a collaborator in this effort. The Cease Fire program has also done its presentations to youth in Juvenile Hall. The program has also brought CBOs to the "talks" to encourage gangs to seek other avenues of life.

Comm Hale asked if kids on probation caseloads are getting the same information? And how?
(public comments)
There was none.

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There was none

5 (DISCUSSION/ACTION) Letter to DCYF asking why the Excelsior Youth Center is closed on weekends. Comm. Bonilla said he wanted to propose sending a letter to DCYF inquiring if the Commission might be able to help them hold a hearing to find ways to open this Center. He showed a draft letter to the other commissioners for consideration.

In light of Ms Jackson-Simpson's information, other Commissioners thought it might be better to see what could be done "behind the scenes" rather than take up a public stand and ask for a hearing (something the Commission hasn't done in the past -advocate for something outside of the field of juvenile justice). Comm. Bonilla agreed to withdraw his request to send a letter to DCYF and pursue other avenues of encouragement.
(public comments)

L. Jackson-Simpson reported that DCYF is well aware of the concerns regarding this center, and they are having meetings with the tenants to see what proposals can be undertaken to achieve a Saturday operational schedule.

6 (DISCUSSION) Committee Reports

a. President's comments

Chaplain's Update

The President stated that he wanted to invite the Chaplain to report on the status of the program, at the next Commission meeting.

Grantsmanship options

The President tabled this until the next meeting.

b. Committee reports (Program, Finance, Ad Hoc on CYA)

Comm Bonilla reported that the main topic covered was LCRS and essentially was the report given by L. Jackson-Simpson tonight. He also reported that the Finance Comm. met and reviewed the status of contracts for the Dept, and the problems experienced with the Controller not approving payments. Further discussions will be held on these matters.

c. Retreat report

Due to inadequate notice, the retreat did not take place. President Dupre asked the Commissioners to give him dates for rescheduling this.

d. Establishment of a phone number for informational resource referral.

Commissioner Bonilla withdrew his request for this item, in light of the overall budget situation.

(public comments)

There were none

7 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission.

There were none.

8 (DISCUSSION) Announcements, requests for future agenda items

Comm Dupre introduced Dept. City Attorney Margaret Baumgartner, new counsel to the Dept and Commission.

Comm. Hale asked again for all the reports he had previously asked for during the presentations.

President Dupre requested Commissioners give him dates within the next 30 days to hold a Personnel Comm. meeting to review performances of the Chief Probation Officer, and the Commission Secretary.

(public comments)

There were none.

9 (ACTION) Adjournment

There being no further business, the meeting was adjourned at 7:45pm.

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:30 pm , Wednesday, November 26, 2003

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of October 29, 2003 meeting minutes
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report October '03
  a. Status of LCRS operations (Sanders reporting)
  b. Status Report of the JDAI (Bieringer reporting)
  c. Status of Juvenile Hall Chaplaincy (Rev. Dunbar)
(public comments)

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION) Presentation from Op-Net showcasing websites designed by LCRS youth. (Richard)
(public comment)

6. (DISCUSSION) Presentation regarding the PrIDE program. (Jackson-Simpson reporting)
(public comment)

6 (DISCUSSION/ACTION) Possible review of, and action on recommendations from Finance Committee on proposed Dept's FY 2003-04 mid-year budget balance plan. (Tucker)
(public comment)

6 (DISCUSSION) Committee Reports
  a. President's comments
  b. Committee reports: Finance
  c. Retreat report

(public comments)

7 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

9 (ACTION) Adjournment

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November 19, 2003

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MINUTES OF NOVEMBER 26, 2003 MEETING of the JUVENILE PROBATION COMMISS
held at City Hall Room 400 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1.	(ACTION) Roll Call
	The Chair called the meeting to order at 5: Comms. Chuck, Hale, Connolly were present at the gavel. Comm. Ricci was in the building and joined soon thereafter. Comms. Bonilla and Richard arrived at 6:29 and 6:45pm, respectively.
2.	(ACTION) Review and approval of October 29, 2003 meeting minutes
	The minutes were approved as written, 4-0. Comm Bonilla, Richard, Ricci absent.
	(public comments)
	There were none.
3	(DISCUSSION) Chief Probation Officer's Report: **explanatory document: monthly report October '03
	a. Status of LCRS operations
	Don Sanders, Dir of LCR, gave a short PowerPoint presentation reviewing the processes set up at LCR (reported in previous meetings). Comm Hale asked if he was involved in the JDAI work. Ans: No. Comm. Hale said it would make sense for him to begin the conversation with them.
	b. Status Report of the JDAI
	Garry Bieringer gave a very short report on the issue of admission overrides and what were behind them. He said that the majority of them were due to the primary offense being probation violations. He mentioned the evening reporting centers, but withheld any further details for a later meeting, in the interest of time.
	Comm. Hale asked what it would take for the Dept to make the JDAI initiative "real".
	c. Status of Juvenile Hall Chaplaincy
	Rev Toni Dunbar gave a summary of the different activities (and passed out a document which did the same, document available from the Chaplain). She mentioned several other things they are doing out in the community, with the police and others. She introduced ----_____ Abernathy. 14 yr volunteer in JH, doing aftercare, and in 3 units. Another Rev. reported on things they are doing in Dept 29B.
	(public comments)
	There was none
4	Public comment on any matter within the subject matter jurisdiction of the Juvenile

| |Probation Commission |
| |There was none. |
|---+---|
5	(DISCUSSION) Presentation from Op-Net showcasing websites designed by LCRS youth.
	This item was tabled
	(public comment)
---+---
6.	(DISCUSSION) Presentation regarding the PrIDE program.
	This item was tabled
	(public comment)
---+---
7	(DISCUSSION/ACTION) Possible review of, and action on recommendations from Finance
	Committee on proposed Dept's FY 2003-04 mid-year budget balance plan.
	Comm Hale wanted to offer his suggestion about this, based on conversations he had
	after the Finance Committee meeting. Comm Bonilla commented that the Commission Rules
	did not allow them to take action on this item since it would be in violation of
	section 9.03, given all commissioners were not given written documents regarding this
	item, 7 days in advance of the meeting.
	Comm Dupre asked the Chief to present the Dept's plan, as it was discussed in the
	Finance Comm.
	M. Baumgartner, after having reviewed the Commission Rules referred to, stated that if
	the Commission declared an emergency situation, it could then vote on the item.
	Comm. Bonilla reiterated that he felt in the interest of the best decision, this item
	should be taken back to committee for review and recommendation, which did not get
	done yesterday.
	Comm Ricci commented that she agreed with Comm. Hale's recommendation yesterday to
	revisit the proposal, as she had serious questions regarding the some of the contracts
	and amounts, and also recommended going back to committee to fully look into what
	contracts are proper and doing needed work and what others may in fact be eliminated.
	She didn't want the sole source contracts to come back and "haunt" the commission
	later. She said they needed to take their commission responsibility seriously and
	felt that it would be a farce if commissioners rubber-stamped something they hadn't
	had the chance to really see and understand. Comm. Dupre reviewed that a couple of
	wks ago he and Comm Ricci met with the Chief regarding the financial situation where
	CBOs were not getting paid on their contracted services. And that no monies would be
	released until the Dept submitted a balanced budget to the Mayor's office. He asked
	what the recommendations are from the Finance Committee. Comm. Bonilla said that the
	Finance Comm. had not had enough time to look at the proposal, and wanted assurances
	that after tonight's discussion, it would be allowed to go back and take a much closer
	look, to come back with recommendations.
	Comm Richard said it was his understanding that CBO contract payments were already
	being held up, and that that didn't have anything to do with this recent demand for a
	balanced budget; that even with a balanced budget proposal, there will be payments
	withheld. One more week will not have an affect on that.
	The Chief gave a brief explanation of the situation faced by the Dept with regards to
	the City's demand for a budget reduction (see report given in the Finance Comm. mtg).
	In answer to Comm Richard's comment, the Chief said that she understood that when the
	balanced budget plan is approved, the Controller will release monies to pay
	contractors, and all those critical positions (all the "acting" roles that people were
	playing but not receiving the higher pay for).
	The Chief further said that if they did not have a report prepared for the BOC in
	January, they would be in danger of having their funds cut 50% from BOC.
	Comm Hale commented that he had spoken to the Mayor's Budget Office designated staff
	to the Dept (Dawn Kamalanathan), and she indicated that if the Commission approved the
	bottom line amount of cuts required by the City, that this might be sufficient to
	allow them to release funds, and give the Commission enough time to come back with
	specific cuts to reach that bottom line, before January 2004.
	That would be his recommendation, to just approve the bottom line of $237K (without
	approving the items proposed by the Dept) and go back to Finance Committee for a

closer look, and a fuller discussion with the community partners, at what items can be cut. The Chief mentioned that about 25% of the POST positions in the Dept are out on WC, and those positions are filled with OT.

M. Lui stated that the Dept is budgeted with the WC division for $1 mil in WC costs, which covers medical and indemnity cost. The projected costs (looking at what has happened to date) are $1.3 mil if the trend is not reduced (thus, a deficit). The Chief said that with the present situation, the deficit facing the Dept is not $237K but $754K. She said that the workers comp program should have people back at work by March, and they are aggressively monitoring OT, so there's no OT issue, and the Mayor's office was comfortable with that.

M. Lui listed some of the items and what their deficit amounts (referring to the chart given the Finance Comm). total worst case situation; $754K. He mentioned that in the past, the Dept has produced its cuts through the reduction of one time cost items, but the Mayor's office believes the Dept needs to look at ongoing costs items if it is to be able to reduce its future budgets as anticipated it will have to.

Comm Hale asked what was the suggested amount of CBO cuts that would help achieve that. Lui said $330K.

Comm Chuck wanted to take action on the Dept's proposal.

Comm Bonilla was asked to give a report from the Finance Comm. mtg, and he stated that basically the Chief gave the same report today as she did yesterday, and the Finance Comm. was not ready to make any recommendations on the plan.

(Public Comments)

A representative from Instituto Familiar de La Raza, commented that for their 2002-03 contract, they are still waiting for the last quarter of the year's payment (Apr, May, Jun). For this year's contract, they have not received payment yet. This is going to lead to staff lay-offs and service cuts. Additionally, they called the Controller's office and were told that there was no hold being placed on contracts, which contradicts the story being told by the Dept. She said that the buck is being passed among the Dept, the Controller, and the Mayor, and she suspects a "political agenda" being played at the expense of the youth and workers.

Another speaker from the group, who spoke with Frances Lee in the Controller's office, said that the Controller never ordered contracts to be held up. When told that they were owed over $90K from the last fiscal year, Lee replied that they had been too patient already. And if they had concerns, they should address them to Mark Lui.

Rev Toni Dunbar stated that she had to mortgage her home in order to feed herself and family while waiting for the Dept to pay its contracts.

Bruce Fisher, Huckleberry Youth Programs, said that while they are still trying to see how to ameliorate the impact of the cut on their contract, he was concerned about smaller orgs and what impact cuts will have on them. He assumed that given the claims of the Dept, there was an emergency situation and hoped the Commission would approve the plan as submitted by the Dept with the proviso of revisiting the specific cuts at a later time.

A Case Mgr from Instituto spoke regarding some of the activities that will be affected by the cuts.

NTanya Lee, supported Comm Hale's proposal to just approve a bottom line budget, and re convene to spell out the particulars at a later time. She expressed outrage that 25% of the personnel in POST jobs were out on WC, costing the Dept millions, while the Dept proposed cutting CBOs. She said this was a serious management issue, and that more detailed reports should be demanded from the Dept, the Controller's, about how this waste was going to be curtailed. She could not imagine how one could support the call for other staff cuts while this was allowed to go on.

Jasmine Alvarez from Bernal Heights Neighborhood Ctr/Greater Mission Consortium asked the Commission to reconsider the CBO cuts. There were a number of youth from the organization who spoke against the CBO cuts.

Julienna Montez, Case Mgr at the GMC spoke against the cuts.

Alfredo Bojorquez, Instituto, spoke against the cuts, emphasizing the cost effectiveness of CBOs and the amount of extra work they do without compensation.

Comm Hale commented that with respect to JDAI, we would be looking at what programs are consistent with reducing unnecessary detention; there will be some CBOs that are not going to be happy with the outcome. He referred to the juvenile justice plan 2003 update where types of services needed were identified, and commented that we need to figure out who should pay for what, and what should be paid for and what not. Additionally, there needs to be restructuring so that the services are paid with hard dollars and not soft dollars.

Comm Hale moved, with respect to the mid year budget plan, to declare that this is an emergency and to waive section 9.03 of the Commission's rules so that action can be taken. Comm. Connolly 2nd. Upon roll call vote, the motion passed unanimously, 7-0.

Comm Hale "moved to adopt the recommendations from the Dept with respect to fiscal year 2003-04 mid year budget plan with the direction that no cuts to community based organizations be implemented. In addition, that no action with respect to the recommendations from the Dept as relates to index code 12509 Class 1544, FAMIS index code, class 1840, be taken. With respect to the 5 contracts as the proviso, that we approve that amount but that it is subject to increase should we decide that…."

Comm Hale repeated that he, "move that we adopt the recommendations from the dept for fiscal 2003-04 mid year budget balance plan as presented, with directions that no reductions in community based organizations as provided in the recommendations be implemented until further directions from this commission. Further, that there be no action on the recommendations as relates to index code class 12509, class 1544, FAMIS index code, class 1840. In the total amount of $755K." Comm. Connolly 2nd Upon voice vote, the motion passed unanimously, 7-0.

M. Baumgartner asked for clarification of the statement of no action on the two positions mentioned. Was this to direct the Dept to take no action on those two positions until further direction, or that the commission takes no action on those items. Comm Hale said that the Dept was to take no action until the Commission gives further direction.

The Chief said that the object she is looking for is to go back to the Mayor's office and the Controller, and say that the Commission approved the budget balance plan and that we are simply waiting for further directions on exactly some of the items within that plan. She asked to have that information and further instructions by Jan. 1, because this whole budget-balancing plan is predicated on the principles of that there will be a certain amount of reductions effective Jan 1 and another set of reductions effective Mar 1. I'd also like to add the caveat that we as a Dept are going to be working very diligently to do as we did last time to make any kind of lay-offs and cuts unnecessary by doing whatever is possible to find alternative funding or cut any area we possibly can, like we did last spring fiscal year.

A Finance Committee meeting was set for Dec. 17 and a full Commission meeting for Dec. 19. Details to follow.

(public comment)
There was none

8 (DISCUSSION) Committee Reports
This item was tabled
- a. President's comments
- b. Committee reports: Finance
- c. Retreat report

(public comments)

9 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Rev Toni Dunbar thanked the Commission for the vote.

10	(DISCUSSION) Announcements, requests for future agenda items The Chief said the issue about the Dept providing documentation to the Commission is that if they could have the final agenda items 9-10 days prior to the day of the meeting…..they need to have the final agenda items to know what the Commission's need is. If they don't get the final agenda items, … when the agenda is posted, which is 72 hrs, that doesn't' give them enough time to prepare. They need at least 9 or 10 days. Comm. Hale stated that given the timeline (enough time), that the full commission should be provided the documentation so they can be prepared to hash out the details. Comm Dupre asked the Chaplain to give a complete report in a future Program Committee meeting. Comm. Ricci asked to adjourn the meeting in the memory of Deshawn Dawson, who was killed on a Muni bus; Comm. Connolly asked to add the name of Nicolas Summerfield, a 5 yr old who was run over in a crosswalk on Monterey Blvd., and Comm Bonilla asked to add the name of Roberto Martinez, who passed due to a heart condition, at the early age of 25. (public comments) The Chief thanked the Commission for their diligence to the budget issue.
11	(ACTION) Adjournment There being no further business, the meeting was adjourned at 8:55pm in the memory of DeShawn Dawson Nicolas Summerfield and Roberto Martinez

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NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:15pm , Friday, December 19, 2003

AGENDA

1.	(ACTION) Roll Call
2.	(ACTION) Review and approval of November 26, 2003 meeting minutes (public comments)
3	Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
4	(DISCUSSION/ACTION) review of, and possible action on recommendations from Finance Committee regarding a FY 2003-04 mid-year budget balance plan. (public comment)
5	Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
6	(DISCUSSION) Announcements, requests for future agenda items (public comments)
7	(ACTION) Adjournment

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Dec.12, 2003

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF DECEMBER 19, 2003 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

held at City Hall Room 416 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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1. (ACTION) Roll Call
The President called the meeting to order at 12:57pm. Comms. Hale, Bonilla, Richard were present. Comms. Chuck, Connolly, and Ricci were excused. Comm. Ricci arrived later at 1:17pm

2. (ACTION) Review and approval of November 26, 2003 meeting minutes
The minutes were tabled till the next Commission meeting.
(public comments)
There was none.

3 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Tom McCania, exec director PAW. Corrected the minutes of the Finance Committee which erroneously stated that they work in the Robeson/Rivera Academy. This was a year ago, now they are working in Project Impact HS, serving about 26 youth.
Their population now consists of those on their "last stop" before out of home placement. He gave a brief overview of the project and was opposed to the proposal to cut the contract entirely.
Stephen LaFrance spoke against the proposed cut of the PrIDE contract. He warned that there would be legal ramifications if the contract was cut entirely and they aren't paid for the 6 mos of work they have already done. He gave several possible scenarios to continue the project (with various levels of cuts).

Comm Dupre informed the public that if they spoke at this point, they would not be allowed to speak again during the discussion of the budget recommendations.

Rev. Toni Dunbar spoke about the value of the chaplain program and what it has been able to do.
A gentleman spoke in support of the Impact HS program.
Rev. McClain (spelling?) spoke in support of the Spirit Life program
Supervisor Chris Daley commented that if CBOs have been working on a contractual basis with the Dept then they need to be paid. He said that the budget issues of the Dept (WC, OT) were serious and needed to be fixed, and that his office stands ready to help the Dept find solutions to them, but that they are not the creation of the CBOs, and therefore should not be placed on their shoulders to fix.
A participant in Young Queens on the Rise, spoke in support of the program.
Comm Dupre repeated that if speakers use this opportunity, they would not be allowed to speak during the discussion regarding the budget plan.
President of the Family Services Agency of SF spoke in favor of PAW.

4 (DISCUSSION/ACTION) review of, and possible action on recommendations from Finance Committee regarding a FY 2003-04 mid-year budget balance plan.
Comm Bonilla summarized the recommendations from the Finance Comm. They were: cut the following 3 contracts en total. Performing Arts Workshop, Ark of Refuge, LaFrance Associates. This would be effective Jan. '04 and would eliminate the need to cut CBOs 5% and to cut two positions (1544, 1840).
Comm Ricci clarified some reasoning behind the suggestion of these cuts. Their understanding that the service level of PAW was about 16, and that the CBOs in the main have not benefited

from any findings from the PrIDE program, given the excessive amount of money already given to trying to develop it.

Comm Hale disagreed with the Finance Comm. recommendations. He supports PrIDE, the Chaplaincy, and PAW. He said that Title XV requires that the Dept provide chaplaincy services.

Comm Bonilla commented that he respected the work of the chaplaincy, and that given the recent information about PAW, he had changed his mind about recommending it be cut. He stood with his prior conclusion on PrIDE.

Comm Ricci said she didn't have an issue with the work of the chaplaincy, but in view of the needed cuts, she was looking at impact to CBOs vs. continued religious services in the hall. She said that there were volunteers that could continue that work, while CBOs would face a greater negative impact. She also said she was concerned with the process by which this contract was given.

Comm Hale commented that before the chaplaincy program, the services were spotty in the past.

Comm Richard referred to a letter that a number of CBOs co signed in regards to the current situation and their promise to work together.

The Chief said the Dept was committed to CBOs. She said "we have no desire to turn back the number of contractors that we contract with. Some of this can only be achieved with the work that contractors do as our partners.....we're in this together....and everyday that our community based organizations does not get paid is every day, is one day too soon. It should not have happened. Our position is that we should keep all contractors and try to minimize the impact, the specific impact. Because each and every contractor is extremely important to the services they are trying to run. If we cut one, we lose services to that population, and every population is extremely important." That commitment to JDAI means that this Dept has gone back as asked by Comm. Hale to look and see how much more we could deal with, what further cuts could we deal with that would alleviate the stress on CBOs."

She further said that "we have sustained approximately a 22% cut. Which means we have sustained, which is $5 million, but that we have sustained a staff cut which is between 30-40%. And everyone administratively is doing more than one job. There is no director in one area and there is no asst. directors... but that means that we've cut down our expenses to focus the money where it should be which is out in the community. We have cut to the bone, there is no fat. That we are going to cut further so that we can absorb the impact on the community based organizations.... However, when we look at ongoing cuts like lay-offs, that sort of changes the picture for the ---------on fiscal year. So we've gone back to reconfigure what we can do. We've given an additional proposal... during the Finance Committee testimony, we listened to the staff, and need to say that those individuals that haven't been paid are only about 50% of the contractors, but that's still (inaudible).... But during the testimony Bruce Fisher said that he could live with that 5% cut... Mr. LaFrance, the PrIDE project that was LaFrance Associates, explained that because we are transitioning into..... and there's only 18 mos left in the contract, a contract which by the way they just started. I think the problem with the PrIDE project was the reputation that was developed through the prior contractor who did not produce the results they should have, and what we're doing here is penalizing LaFrance, who is doing an excellent job for services that were not rendered by the other contractor. We are at the point now, with this contractor, we've been working with our IT system, which is Information Technology system, to put all the data they collect into our JJIS system, so they will have the capacity to do these evaluations and do all they have to do evaluate them, to analyze the outcomes. What I also want to say is that we need to have evaluations in order to be eligible for the TANF funds, and it's TANF funds is what's paying everybody.... My own (inaudible) ... point in case, this San Francisco has just been given a Title II grant, and the sum of money is not right off the top of my head, but we've gotten that grant that will service out population because of evaluations of the kind that LaFrance is doing. So my encouragement is, to not throw out the baby with the bath water. That we ...build capacity for all the CBOs and the juvenile justice system so that we will know the outcomes of the work that every community based organization is doing. We need to know that and (inaudible) …the information so that we can leverage funding to continue and increase the necessary community based organizations to meet the JDAI. So I'm proposing that Juvenile Probation Dept will lay off additional individuals and that we will hold Huckleberry at 5% and LaFrance at 13%. That way, everyone will stay on board and the Juvenile Probation Dept will re organize to do things differently under the principles of JDAI, so we continue to …(inaudible) and work closely with our partners, and expediting getting them their pay. Every day that we sit and talk about this is every day that is hurting the community based organizations. So that's the proposal we have."

Comm Dupre asked how long it would take to pay the CBOs once this budget was approved. Dawn Kamalanathan, Mayor's Office, said that they did not have a specific date but they are going to expedite the process.

Comm Ricci commented that LaFrance has done well in the short time they have had, and that this issue of cutting the PrIDE contract was not a reflection on their work, but rather a discussion regarding the Dept's needs. She encouraged the contractor and Dept to sit and discuss the potential of a more cost effective program. She further commented that she was very concerned that contracts and contracting process for the Dept be clean and above board so that all CBOs had equal chances to apply for contract opportunities. She referred to the Ark of Refuge contract, and partly agreed with Comm. Hale's comments, while maintaining the there are still questions about how contracts have been processed.

Comm Hale repeated that he had problems with Huckleberry's contract, and that other agencies should support it. He referred to Davis Ja's evaluation of Huckleberry, and said that the positive experiences of CBOs should be shared so others could benefit. He wondered whether CBO staff could qualify as On Call staff for the Dept. He commented that he and Dan MacAllair agree on reducing the size of the Dept. and that the most effective way of dealing with the youth is in the community. (Comm Hale excused himself from the meeting).

Comm Richard commented that he was concerned that the Dept was not giving CARC the support it needed to do its work.

Comm Dupre asked for clarification of the cuts and how they'd be assessed. The Chief said she'd like to see the CBOs be paid at the rates they were contracted for during the first half of the year, and have the cuts taken from the last half (so that 4% is essentially 8% of the remaining contract amount).

Alfredo Bojorquez asked the Finance Committee to establish a community review body for the next round of budget reviews to bring some transparency to the process because this last round looked a little "shady." He said that one of their best programs is now reduced to a couple of days a week, by this.

Jack Jacqua; aside from this talk about 5% and payments for this fiscal year, there are contractors who haven't been paid 100% since February. He questioned the credibility of the promise to get the payments as soon as (without specific deadlines).

Thi Bay Miradoli, Instituto, took issue with the claim that the deficit had to do with the State's budget, and said it was a question of allocation of funds. And that the CBOs should not suffer the burden of the Dept's failure.

Arts Instructor from PAW: spoke in support of the proposal for a 4% cut. She spoke about the need for the arts in school.

Joanne Hernandez, MNC; still going to be tough, and they are only accepting it because it seems there isn't another option. She also supported the idea that the community should be involved in the Dept's budget planning.

Toni Powell; Sup. PO, gave a little clarification for the FITS program and how PAW fits into that. This is for youth who are at the last step before out of home placement. This is a concerted effort to keep a youth out of the system in a cost effective way.

A member of the Youth Commission spoke for not cutting CBOs and finding more creative ways

to allocate funds to needed services.
Lonnie Holmes commented that even with the approved budget, the necessary steps in contracting will mean roughly 2-6 wks before payment can be released. He further said that of those contracts which have not been paid yet, some are funded from the MOCJ and not the Dept, and should never have been held up to begin with.
Tracy Abernathy, associate Chaplain; spoke in support of evaluations, and commented on the Spirit Life program and what they were doing, referring to a letter passed out to the commissioners, which stated support for the program.
The Chief responded regarding the time needed to get payments to CBOs. She said that the Mayor's office promised to expedite it, and the Dept promises to expedite it.
Comm Dupre stated that he would like the Chief to set up a meeting with Supervisor Daley next week (he, the VP, the Chief to attend) to see if he would help expedite things (as he promised his help).
Comm Ricci commented that everyone should understand that the commission is not acting on this budget issue on a personal basis. It is the role of the Commission to look into all aspects of operation of the Dept. and at CBOs to make sure that work is being done. Additionally, it is the Commission's responsibility to see that contracts are properly let so all have a chance to get contracts. She also gave her support to arts education.

Comm. Richard moved to cut LaFrance's contract 13%, Huckleberry's contract, 5%, all other CBO contracts by 4%, with no cut to the Young Queen's contract, and remove the Commission Secretary position, 1544, from the recommended cuts. 2nd by Comm Ricci.

After discussion, Comm Richard removed his original motion and made a new motion. Cut LaFrance's contract 14% (assuming the cut for Young Queens), Huckleberry's contract 5%, all other CBO contracts by 4% with the exception of Young Queens, and remove the Commission Secretary position, 1544, from the recommended cuts.

Comm Richard commended LaFrance for taking the burden of the cut to Young Queens.
Comm Richard amended his motion to: cut LaFrance's contract 14%, Huckleberry's contract 7%, all other CBO contracts by 4% with the exception of Young Queens, and remove the Commission Secretary's position, 1544, from the recommended cuts.

The Chief asked if this motion included approval of all the other items in the Dept's suggested cuts, which includes zeroing out 3 items: Parents Helping Parents, Language Access Line, Center for Strategic Planning. All other CBOs falling under the current motion.
Comm Ricci asked if there could be positions eliminated that are not currently filled. M Lui said that how the City's budget system works is that they budget for all the positions at the top step, and then budget for a certain level of attrition. The City knows that a certain level of the Dept's staff will not be hired, The Mayor's office and Controller make sure they meet that level of attrition by not allowing them to fill a position. So that's already budgeted in as a deduction to the overall budget so the only way to they can save money by cutting positions is to cut positions that are filled.

M Lui said that in order to balance, there would need to be 7.5% taken from Huckleberry. Comm Richard amended his motion to increase the cut to Ark of Refuge, another $3000.

So the final motion was: cut LaFrance's contract by 14%, Huckleberry's by 7%, all other CBOs with the exception of Young Queens, 4%, and an additional $3000 cut from the Ark of Refuge/Spirit Life, and remove the Commission Secretary's position, 1544, from the recommended cuts. All other items in the Dept's recommendations accepted.

This was 2nd by Comm. Ricci.

M. Baumgartner clarified that the amount of reduction to the Ark of Refuge would total $6,600. She said that with this understanding, the Mayor's budget representative indicated that this would be a balanced budget proposal.

There was no further discussion. The question was called and on roll call vote, the motion was approved, 4-0. 3 commissioners (Chuck, Hale, Connolly) absent.

Comm Bonilla thanked Ntanya Lee for being of assistance to him in this process. He said that next year he would be proposing a resolution to have a community based component to the preparation of the next Dept budget, in the Finance Committee.

(public comment)
there was none.

5 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
there was none.

6 (DISCUSSION) Announcements, requests for future agenda items
There was none.
(public comments)
There was none.

7 (ACTION) Adjournment
There being no further business, the meeting was adjourned at 3:08pm.

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30pm Wednesday, January 28, 2004

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AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of December 19, 2003 meeting minutes
(public comments)

3 Chief Probation Officer report
    1. JH Replacement Project update (Bigelow/Winship)
    2. JDAI Update (Bieringer)
    3. Budget Planning Process
    4. FY 03-04, 04-05 Budget Update (Lui)

(public comments)

**explanatory doc: monthly report for Nov&Dec 2003

4 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION/ACTION) Resolution from Finance Comm. to establish a subcommittee of community based organizations, under the Finance Committee, to help review the Dept's annual budget.
(public comment)

6 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

7 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

8 (ACTION) Adjournment

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January 23, 2004

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This message was sent with High importance

From: Don Chan [Don.Chan@SFGOV.ORG] **Sent:** Wed 1/28/2004 2:45 PM
To:
Cc:
Subject: cancellation of meeting
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Friends,

The meeting of the Juvenile Probation Commission, scheduled for tonight at 5:30 at City Hall has been canceled due to lack of a quorum.

sorry for any inconvenience this may cause you.

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 406
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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4:00 pm Monday, February 2, 2004

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of December 19, 2003 meeting minutes
(public comments)

3 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4 (DISCUSSION/ACTION) Consideration and possible action to approve the revision to the mid year '03-'04 budget balance plan of Dec. 19, 2003, to meet new directives from City Hall.

5 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

6 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

7 (ACTION) Adjournment

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January 29, 2004

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Juvenile Probation Commission >> Meeting Information >> Full Commission

Juvenile Probation Department

February 2, 2004

MINUTES OF FEBRUARY 2, 2004 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

held at City Hall Room 406 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call
The Chair called the meeting to order at 4:36pm. Comms. Chuck, Bonilla, Richard were present at the gavel. Comm. Ricci arrived at 4:57pm. Comms. Connolly and Hale were absent.
2. (ACTION) Review and approval of December 19, 2003 meeting minutes
President Dupre asked that copies of the meeting minutes be available at the meetings. There were none brought for this one. The action on the minutes was tabled until the next full Commission meeting.
(public comments)
There was none.
3 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There was none.
4 (DISCUSSION/ACTION) Consideration and possible action to approve the revision to the mid year '03-'04 budget balance plan of Dec. 19, 2003, to meet new directives from City Hall.

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The Chief referred to the 3-page document passed out at the meeting. Since the Dec. 19, 2003 meeting, the Dept ran up further deficits of $250K, which has to be accounted for. So this new plan includes new reductions to meet that. (specific line items can be seen in the document).

The Chief mentioned that the Controller would not allow them to carry over accounts payable to the new year. STC training funds are gone. And the State is taking back $225K, because we have been taking more than our eligible portion of TANF Ranch funds (based on an inflated population served). There is about $900K of previous years TANF Ranch funds being taken back also, but with some credits, the net deficit is about $160K.

She further reported that at the completion of a "joint project" with the City, the department has just been given a manual on how to deal with workers comp, (best practices in the state), and now the Dept will be trying to use that manual to do the work. She said that 8% of the leave from the Dept is due to workers comp. She said that other depts. like fire or police have a dedicated personnel person to deal with workers comp. This dept didn't. but now they will hire a 1244, Sr. Personnel Analyst "that will work exclusively on processing and implement the recommendation for the Controller's city project division, to reduce the number of workers comp cases by 4 cases. We see that that would be at least $130K.

Comm Bonilla asked for the list of the positions being cut. M. Lui said it was 6. 2 are Sr. Clerk typists, (1) 1840, (1) 1844, (1) asst. store keeper, (1) utility worker

Comm Bonilla said that the Finance Committee is not opposed to this plan.

Comm. Richard asked for a clarification of the TANF Ranch funds. The Chief said that TANF Ranch funds were allocated based on the number of youth served there. The past allocations had been $358K, based on higher numbers (approx. 40+). But in the past 3 yrs, LCRS has had a decreased population, but the Dept has been receiving the same $358K amount. Now, the State is asking for refunds of the overage given to the Dept.

Comm Ricci recollected that during the budget discussions around May, in regards to LCRS, the initial budget for the Ranch did not include the TANF Ranch funds because we did not know if it would be at the same level as before, but then when the plan "c" was submitted, it included the total TANF Ranch amount ($358K), giving us $1.7 mil.

She proposed to Comm Richard, to have a meeting with the judges to see what could be done to increase the number of referrals to the Ranch so that TANF fund would not be reduced. She commented that it almost looks like there's a plan underfoot to keep the Ranch underutilized so that it can be closed. She stated her opposition to any thought of closing the Ranch.

The Chief said that there were two different issues. The Dept decided because of budget problems to cap the expenditures at Log Cabin Ranch. They decided to lay-off 4 counselors, to reduce the budget to $2.2 mil She said that the Commission did not approve this part of the reduction plan (during the last budget process), and in the end the City and unions kept the positions in, but did not give money to the Dept for them.

The Chief said that the Commission put a cap on the population at 30. Comm Ricci commented that the Commission approved it based on the recommendation from the Dept.

Chief: "...the recommendation, the original recommendation was a threefold recommendation about Log Cabin Ranch, which was to close it, privatize it,. there was one other, I don't remember which, ..oh, it was the Ad Hoc committee. The Ad Hoc committee came up with the alternative plan. That was the recommendation to the Commission, the reason why we're only serving 30. It came from the Ad Hoc committee under the leadership of Comm. Harry Chuck. So that was not the recommendation of the Dept. It was the recommendation of the Commission. And I wanted to clarify that. And I agree with you about the importance of Log Cabin Ranch. It's absolutely critical."

Comm. Ricci said the Ad Hoc committee recommended it because it was the only option given by the Dept at the time. She repeated that she would do all she could to keep Log Cabin from closing.

Comm Bonilla said that he would be happy to work with the Program Comm. Chair to look at the Dept's operations. He said that there are two things necessary tonight. First to put this year into line, and then to prepare for the next FY year. He believes the commission has been doing it's job in line with what the City wants, but now it needs to assert its role as overseer of the Dept and hold the line on reasonable levels of operation. The call for $2-8 million cuts cannot be done without serious impact to the clients and community and the Commission needs to stand united on maintaining a workable budget.

Comm Chuck raised the idea of doing a retreat to address many of the issues, informally. He also recommended taking the action needed tonight.

Comm Dupre asked the Chief if there is a move to close down Log Cabin? The Chief said it has not been proposed. She referred to the document that gives the Commission a preview of the severity of it, and the total reductions for FY 04-05 are potentially $9.6 mil. That would cut the budget in half. She mentioned the 3rd page of the document, which showed where they were going.

(public comments)

There were none.

Comm Bonilla moved to approve the budget-balancing plan that was presented by the Dept. Comm Ricci noted for the record that this document is dated Feb. 2, 2004. There was no discussion. Upon roll call vote, the motion carried, 5-0. Comms. Hale and Connolly were absent.

5 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

Rev. Amos Brown, 3rd Baptist Church spoke regarding the violence in the African American community, and beseeching the Commission to work with him, the NAACP, and 3rd Baptist Church in addressing it. He mentioned needing to raise $10 million to fund programs in Bayview Hunters Point, Western Addition, and OMI.

6 (DISCUSSION) Announcements, requests for future agenda items

Comm Bonilla announced that the Finance Comm. would be meeting 2/09 at 5pm in the conference room.

Comm Dupre asked for an update on the outstanding payments to CBOs and which CBOs have been paid. This report should be given at the next Finance Comm. and full Commission meeting.

Comm Chuck asked for an update on the LCR programs at the next full commission meeting. Comm Dupre asked for full commission meetings agendas, to have committee reports included, as well as a President's report.

He thanked commissioners for being in attendance, and asked that they keep in touch with the office in order that meeting quorums can be confirmed. Comm Ricci echoed that thought. She repeated the importance of the commitment to attend commission meetings, so that unless there is an emergency, they should be here.

Comm Ricci asked for a report on the replacement project to date.
(public comments)
There was none.

7 (ACTION) Adjournment

There being no further business, the meeting was adjourned at 5:44pm.

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NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 406
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30PM Wednesday, February 18, 2004

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of December 19, 2003 and February 2, 2004 meeting minutes (public comments)

3 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4 (DISCUSSION/ACTION) Consideration and possible action to approve Finance Committee's recommendations on the Dept's proposed budget for FY '04-'05
(public comments)

5 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

6 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

7 (ACTION) Adjournment

** Explanatory documents: Hard copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be obtained from the Commission office by Feb 17. Please call the office to make arrangements. Some documents may be accessible electronically on the Commission webpage under agendas)

February 11, 2004

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Juvenile Probation Department

February 18, 2004

MINUTES OF FEBRUARY 18, 2004 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

held at City Hall Room 406 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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1. (ACTION) Roll Call
The Chair called the meeting to order at 5:36pm. Comms. Bonilla, Chuck, Hale were present at the gavel. Comm. Richard arrived at 6:15pm Comms. Connolly and Ricci were absent.
2. (ACTION) Review and approval of December 19, 2003 and February 2, 2004 meeting minutes
Comm Hale requested the matter be tabled until a later time.
(public comments)
There were none.
3 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There was none.
4 (DISCUSSION/ACTION) Consideration and possible action to approve Finance Committee's recommendations on the Dept's proposed budget for FY '04-'05

Comm Bonilla reported that at the Finance Comm. mtg of 2/17 there was one motion that came forth. After a discussion with Bruce Fisher, it was to reduce the Youth Advocates contract by 7%, and use the savings to eliminate one position lay-off of the 6 proposed.

The Chief referred to the document that was passed out at the meeting (dated 2/18), and stated that the Mayor's office has come back and said the Dept needs to trim another $539K from its proposed budget.

She gave a little background to what the Dept has been doing. She said, " The Dept has been having Executive Board retreats. We've had 4 or 5, maybe 6 looking at every item that's in the budget, trimming it like you trim your toenails. Trimming pagers, trimming telephones, looking at how we can cut back on training, looking at how we can cut back on fuel. Looking at how we can cut back on some of these cars, costs, we have to pay rental of $2000, per car, and the car isn't functioning. Returning it. Looking at every possible item. Now, I think everybody knows what the budget instructions say. That we must cover the 5.5 increase that's anticipated for this next budget year. As well as any deficits that we may have. One of the deficits that we always have because of the overtime, is usually, especially now in the fall, a million dollar short, as due to overtime. And that's because population rises, that's usually in the fall. In this fiscal year, due to the budget difficulties, we are mandated to cut any projected shortages in this first budget submission. We have met with the Mayor's Office of Finance and have been instructed that's what we must do. We have tried diligently to do that. We have laid off and put up for lay off as many people as we possibly could that would allow us to continue to function as a dept. Looking at job descriptions, examining every area, looking at how we can re structure our operations. All those that we have been examining and putting them into the document that was submitted, that the Finance Comm has been looking at, and that you have, we have made a determination that we have cut everything that could possibly be cut, and some that cannot be, in order for the juvenile probation to function." "Let me give you a little background. Administratively, there are no assistant directors, at Log Cabin Ranch, juvenile hall, nor in probation services is there a director. So the assistant director works two jobs. In my office, there's no one to handle the legislative affairs, or to respond to the requests of all commissions, the Bd of Supervisors, the media, as well as where I should be tomorrow, which is in Harrisburg, testifying about the CYA moratorium, and perhaps trying to get their money to come to this city by doing that. So, top heavy we are not. But there are also staff that need to be preserved that we don't have. For instance, why are we late with this payment, information? We don't have an accountant, a 1652, so there is one person who does that with the help of another person. That is the Director of Finance and Administration, as well as another senior management. This is far too much work for one person so we don't meet the time frames necessary to give you the opportunity to read and absorb this before the last minute, and that's the reason for my apology. Number two, there's a point where cutting anything else in the dept, and mind you, we've been cutting for 3 fiscal years, which amounts to about a 30% cut to our budget. This makes it impossible for us to follow and fill our mandate. As time runs, we are talking about, we have Bd of Corrections mandates to meet, and if we don't meet those we are not accredited. We have mandates to meet in terms of laws and regulations, leaves, ADA, FMLA, all those kinds of things and they have increased, the security coverage, ...clearances, that anyone that is to be exposed to our children must clear. To say nothing about, the kinds of coverage, the kinds of clearance that must be done for peace officers. Now peace officers who are probation officers, and are counselors have their jobs defined. They are supposed to supervise and provide the care for the wards of the courts. We are being requested to cut a horrendous amount of money from our budget beyond what our professional (inaudible) this dept should continue to function under, to meet those requirements that is being placed upon us to be financially solvent for the year 2004-05. What was submitted was what we thought that we could cut and still function, and still ask for 3 key positions. And that we don't have an accountant, which is critical to the running of a dept. We don't have anyone that specializes in, and can work and monitor and track the workers comp which can save us up to $655K. which we are over our workers comp. budget. One dedicated person for that would save us an amount of money which would more than cover the salary that person would have. We also do not have a programmer. A programmer is at the heart of our IT technology..... if computers go down and we need a programmer, that has to stay down because we have no one that is capable of doing that. So when we start cutting back we need to make sure that we have the critical skills to run the dept. so I think we have done a job of cutting out any fat. Where we are right now is, we're on bare bones, and if we cut into the bone, it will cripple this dept. and it will be unable to function. I say that's where we are right now. The things that we talked about, the lay-offs we have proposed, I think we can function with those 3 additional 3 positions. If you'll just look at this front sheet that we just got at 4:06 from the Controller, it clearly indicates at the bottom that everything that we've submitted into the system, that we still need to come up with more than a half a million dollars worth of cuts in order to be solvent. My proposal to the Mayor's Office was that we would provide the sale or lease of portions of Log Cabin Ranch land that is unused to cover that amount of money. I've been advised that that is unacceptable, that we must have hard dollars. So all the conversation we had last night about somebody giving up what they perceived is helpful is a moot conversation because the lay-offs are hard dollars. They are saying to me, we must come up with $539,198 more dollars worth of cuts and I'm saying, what is left. Let me share with you what is left. Log Cabin Ranch is left. And let me ask you the question.....at a time when CYA moratoriums are being set in San Francisco, San Mateo and Santa Clara, and the one resource that we have here, in San Francisco that can in any way address the needs of those individuals that need to be rehabilitated is Log Cabin Ranch. And to put it up to be cut, I find it unconsciousable (sic). I don't see any way that we can say to the public and the people that live in San Francisco, when they're going to funerals of their young kids, that we're going to cut Lob Cabin Ranch. And take away that resource, which is a last resort to rehabilitate our young folks.

Okay, let's look at the next thing. That we can look at where there are dollars. There's $700K of general funds, we're talking about general funds support. In contracts, for general contracts, $700K. Alright, so what happens if I say to you, let's take $539K out of the $700K of contracts, general contracts? Now, we all know that TANF may sunset in Oct.1 so if we take approx. $550K, that leaves us $155K of contracts. General fund contract. That would be all the money we would have to do contracts. There again, I pose the question. How do we then work with our community partners at a time when kids are dying in the streets. We need these community partners to be mobilized and doing even more than they're doing now to support us. And address some of the violence in the street. So if we cut community funds, then we are disabling ourselves again, and I submit to you I find it unconsciousable (sic) to cut community based organizations because we have a mandate, we have a responsibility, the juvenile probation dept, to provide protection to the public. We have a mandate to provide rehabilitation and treatment to the young folks that need it. I say to you, we can't afford to cut anymore. It is my professional judgment that we cannot cut another dollar, not another cent, from this budget. I think it is criminal to ask that we cut Log Cabin Ranch, or that we cut our community based organizations at a time that is so critical that we mobilize, not only, not cut juvenile probation dept but to be increasing the services that we provide to the community. So please bear with me in my passion and my concern, but I am extraordinary upset that we could be asked not to do, to provide hard cuts

When we are confronted with the situation we that have, which is, our mandate to public safety, to provide treatment, to provide the rehabilitation of our young offenders, I find it impossible to meet this mandate. Thank you."

Comm Hale referred to a letter from Anna Villagran, which stated that various POs were willing to work straight hours in JH in order to cut OT. Hale asked the City Attorney to explore any legal implications from this offer.

He also mentioned his excitement about the possibility of maximizing Title IVe reimbursements by including more employees in their work. (eg. community outreach workers) The Chief said they had looked at that and decided that community caseworkers were not eligible. They will go back and look again, and ask the experts (Maximus). She said that labor laws require paying OT, so if POs work, then they would make even more than as needed counselors. She said she would be willing to cost this out, but she is almost certain that it would cost more.

It was asked if there was time to meet with all our partners before a decision is made. D. Kamalanathan said that a budget submission was due this Friday.

The $500K more mentioned earlier is in addition to what was done last night at the Finance Committee? Yes.

Comm Hale asked about an extension.

D. Kamalanathan said that the Controller and Budget Director would make that decision, but a submission is still due Friday.

Comm Hale asked the City Attorney to ask about tabling the matter until a future time and meeting again Friday morning to continue exploring the issue.

He said that in good conscience he could not agree with any more lay-offs, already having problems with the ones being proposed. He said that given the situation that even PrIDE is a candidate for cutting.

(public comments)
Rich Perino, Pres. DPOA, read 7 points to save money:

1. combine the adult/juvenile probation dept
2. share on call lists from surrounding counties
3. fill all 8320 with entry level employees
4. allow PO volunteers to work in JH, for comp time (they presented a list of POs who are willing to do this)
5. cancel Huckleberry House contract
6. close CARC
7. cancel PrIDE contract
8. hire CBO case managers directly

Alfredo Bojorquez, Instituto, stated that a collective of CBOs have made a statement opposed to any more cuts to CBO contracts. He gave an example of how CBOs are intensely involved in the issues of violence in the communities. These services go far beyond what they receive in contracts from the dept.

Lonnie Holmes, Local 21, agreed that CBO services are cheaper than incarceration. He also agreed that unions should be involved in the budget discussions. He said that reality of the situation is that the monies having to be refunded, and monies having to be absorbed, is the result of bad management. Nothing is to be lost by letting staff be a part of finding the solution. He asked the commission to come up with their own solutions to this.

Wendy Calomiris, SF Boys and Girls Home, recounted the successes they have had serving the children in SF, and opposed any further cuts to CBO contracts, because there comes a point after which CBOs cannot provide services, and may not be able to survive.

NTanya Lee, Coleman Advocates, said that the Dept's commitment to community based services has decreased over the past several years, but despite this, CBOs have stepped up to take on more and more leadership in activities of the Dept, such as JDAI, and other parts of the system in order to make sure young people are getting the services they deserve. A large part of how the general fund support of CBOs has declined is that in order to fill the general fund deficit, as a stopgap measure, TANF was used significantly last year. Now, with the potential loss of TANF, the Dept has only about $700K of available support for CBOs. If this is it, then that would essentially end CBO involvement with the Dept. making it a hollow claim that the Dept is committed to community based interventions as a core part of its mission She also said that there is no clarity to what situation CBOs are facing actually until the State budget is passed, so even further cuts to CBO contracts makes no sense now. Finally, she said that the WC/OT problem is a $3.6 mil. problem for the Dept. this is one of the worst in the City, and is 6 times more money than is given to general fund support of the CBOs. This is a management crisis and the Commission should hold the management accountable for this and push for the most aggressive measures possible to bring this crisis under control. She proposed taking another $400K out of WC/OT. She said that even this wasn't enough but that if the Commission wanted more money, they could demand it, by getting this crisis under control.

Bruce Fisher, Huckleberry Youth Services, pointed out that every study done in the past 25 yrs in SF, emphasized community based programming. The policy of any enlightened effort needs to have this. Support for CBOs cannot be cut. He said in the spirit of cooperation, he agreed to take a cut in his contract in order to save one job for the Dept. He further recounted some of the successes of the CARC and Huckleberry Youth Services (the latter being a model that New York uses). He is working with the Dept to reduce costs to the Dept in the running of CARC.

Kristen Atkinson, BHNC, opposed any further cuts to CBO contracts. She gave a summary of the activities they've been involved in to make sure that services are continued in case of disruption from the Dept's contract. She also mentioned the anti gang activities they've become known for on a national basis.

Brenda Rollins, (1204) clarified what she does in the role that's being proposed for reduction. She said that the description given to the Commission by the director of personnel did not fully show what her responsibilities are. She said that this cut does not produce a large savings. She said that the problem with hiring on calls is the hold up in releasing requisitions. She asked the Commission reconsider this lay-off.

James Bryant, local 790, asked the Commission to try and hold off on lay-offs until after the election, to see just what needs to be done in cutting. He also asked for some balance when considering which jobs to cut, so that not one group (from one union group) doesn't take the brunt of the cuts, especially since they did not create the fiscal crises faced by the Dept.

Henrietta Lee, Sr. Clerk Typist, said that management does not know what the clerical staff does. She said that the cuts are being made in the lowest rungs, among people who really work at their jobs.

Heidi Isaac, PO, repeated what she said at the Finance Committee meeting Tuesday. She suggested cutting CBO contracts, cutting CARC, getting Youth Court back, opposing the proposed lay-offs, getting the Dept head to take the same 15% pay cut the Mayor is taking. Getting an audit of CBOs to make sure they are doing the work.

Barbara Gainer, PO, said that probation officers cannot afford to be cut, the number is already down. She also recommended adopting the suggestions presented by Rich Perino.

Juanita___, SF Youth Commissioner, spoke in favor of CBOs and against cuts to their contracts.

(name inaudible), Youth Commission, also spoke in support of CBOs.

Denise Coleman, Dir. CARC, spoke in support of CB, and reviewed some of the accomplishments of CARC.

Meredith Perino, repeated what she said at the Finance Committee meeting (see Feb 17 mins).

She said she was still waiting for an answer but hoped that the Commission would at least try to save the jobs of those who have not yet been cut.

There was a discussion regarding continuing the meeting, to requesting an extension.

Comm Dupre asked if there was any other resource that was stepping up to the plate.

The Chief said that the Dept is writing a request to DCYF to increase its Prop J grant to the Dept to equal half a million, but this is not yet hard money.

Comm Dupre asked that the Program Committee find out factually which CBOs are doing well and which aren't, if any. He referred to comments made earlier by a speaker and did not want this to go unattended to.

Comm Hale took issue with speakers who asked CBOs be cut.

He asked if the deficit amount of $539K could be put into a restricted reserve. M Lui said that that is usually used for revenues not expenses.

Comm Hale recounted having told the Police Commission that it could get rid of bad cops if it wanted to, and similarly,he said of this Dept, that they could find the way to cut counselors or POs, whoever were exploiting the WC process.

He also asked if Title IVe reimbursement be re evaluated for maximizing.

If lay-offs have to be made, then they should come from the Sr. non case-carrying personnel.

M.Lui said that if more revenues were projected, then good justification would need to be given for it. He said that Title IVe is paying something for almost every PO in the Dept, interpreting the legislation pretty broadly, and he wasn't sure how much more could be gotten from that pot.

Comm Richard encouraged all sides to adopt the right spirit to work together rather than against each other.

The Dep City Attorney read the appropriate section of the Sunshine/Brown Act, regarding continuing the meeting to another time. This is a possibility.

Comm Dupre said that he would write a letter requesting an extension of time for submitting the budget.

Comm Chuck asked for the justification for the extension. Is there some documentation, working paper for this.

The Chief said they had an aggressive plan to deal with OT and WC. Getting requisitions released, and asking DHR to transfer over immediately a 1244 who was a specialist in WC, they could get control of this matter.

Comm Chuck asked, with all that, would any jobs be saved.

The Chief said no. she said also that one big item they had no control over is WC medical indemnity.

Comm Bonilla recounted what his understanding was of missing the deadline. That was, there would be no financial penalty.

D. Kamalanathan said that while that was true, if Feb 20 is missed, the Dept's budget is turned over to the Mayor's Budget office to work out.

The Chief suggested submitting it as is, without the Commission's approval, and letting the Mayor's office know that we will be working on it to get it to the point where the Commission will approve it.

D. Kamalanathan would not comment on that idea beyond saying that after the Feb. 20 deadline there will be an ongoing discussion regarding the specifics of the budget.

Comm Hale asked if revisions came from the Commission/Dept after the Feb 20, would they be allowed. D. Kamalanathan said that these would be taken into consideration as much as could be during the discussions and budget planning.

It was decided that Comm Dupre would sign off on a letter to request an extension of 2 weeks, to be delivered to the Mayor's officer on Thursday. The Commission would continue this meeting to Friday.

Comm Chuck asked who would chair the meeting (Comm Dupre would be absent). Comm Dupre designated Comm Bonilla as Chair.

Public Comment: NTanya Lee asked when the documents for Friday's meeting would be available to the public. There were no new documents that were being planned for introduction on Friday.

The question was called and upon roll call vote, carried, 5-0.

5 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There was none.
6 (DISCUSSION) Announcements, requests for future agenda items
Comm Dupre asked that this meeting and Friday's meeting be adjourned in memory of Liz Aragon, counselor in B-5 unit, juvenile hall.

(public comments)
There was none.
7 (ACTION) Adjournment
There being no further business, the meeting was adjourned (continued) at 8:45pm,

in the memory of

Liz Aragon

NOTICE OF COINTUATION OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 406
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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9:00 AM Friday, February 20, 2004

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of December 19, 2003 and February 2, 2004 meeting minutes (public comments)

3 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4 (DISCUSSION/ACTION Continued discussion on, and possible action to approve the Dept's proposed budget for FY '04-'05 **explanatory doc: proposed 04-05 budget
(public comments)

5 Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

6 (DISCUSSION) Announcements, requests for future agenda items
(public comments)

7 (ACTION) Adjournment

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February 19, 2004

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NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 PM Wednesday, February 25, 2004

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of December 19, 2003, February 2, 18, 2004 meeting minutes (public comments)

3 (DISCUSSION) CPO Report
    a. replacement project update
    b. budget update
   (public comments) **explanatory document: monthly reports for Dec.03/Jan 04

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (ACTION) Election of Officers
   (public comments)

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6 (DISCUSSION) Report on bed rental plan for LCRS.
   (public comments)

7. (DISCUSSION) Report on maximizing Title IVe reimbursements.
   (public comments)

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

9. (DISCUSSION) Announcements, requests for future agenda items
   (public comments)

10. (ACTION) Adjournment

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February 20, 2004

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MINUTES OF FEBRUARY 25, 2004 REGULAR MEETING of the JUVENILE PROBATION COMMISSION

held at City Hall Room 400 Dr. Carlton B Goodlett Place San Francisco, CA 94102

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The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
The Chair called the meeting to order at 5:50pm. Comms. Bonilla, Chuck, Hale were present at the gavel. Comm. Ricci arrived at 5:52pm Comms. Connolly at 5:57pm and Richard at 6:30pm

2. (ACTION) Review and approval of December 19, 2003, February 2, 18, 2004 meeting minutes
The Chief pointed out duplication in the 2/18/04 minutes stating 2 – 1844s. She referred to the section speaking about workers compensation and clarified that it was" through a special project through the Controller's office, was conducted, and from that a manual was developed."
Comm Hale also referred to the Feb 18 minutes, in regards to the Chief's comments regarding the DCYF grant request. He corrected the wording attributed to him (corrections made to the minutes). With these corrections the minutes were approved.
(public comments)
There were none.

3 (DISCUSSION) CPO Report
  a. replacement project update
   Chris Bigelow reported: construction underway since July. Original completion date was projected to be Nov. 05, but now it looks like end of Dec. 05. There has been $258K in additional contract costs, while the total project costs remains the same. There will be other modifications made as time goes. There is a great amount of coordination needed to anticipate the conditions when Laguna Honda begins their project. There is a team of managers overseeing the day-to-day operations, and this is made up of public agency, and private consultant, individuals.
   Comm Bonilla had asked for future reports to come through the Finance Comm. Bigelow will work with Comm Bonilla to get the format of those reports clarified.
   Comm Dupre asked if there were any problems with the neighborhood? Previously there were issues regarding work hours and noise, but the contractors are being very cooperative.
   Comm Dupre asked about the composition of the workforce. Bigelow said that the contractor has met all requirements and targets regarding ethnicity/gender/residence, etc.
   The Commissioner asked for a document describing the workforce.
   (public comment)
   Rich Perino, DPOA, said that POs have been greatly inconvenienced by the project, both in loss of parking, and noise pollution. One PO suffered trauma when jack hammering unnerved him (recalling his Korean War experiences).
  b. budget update
   M. Lui just revisited the changes made to the document before submission on Feb. 20.
   Comm Bonilla asked about the instruction by the Commission at the last meeting, to not lay off the 1203, personnel tech, and to find the additional dollars elsewhere. M Lui said that wasn't necessary because they estimated the revenue from the rental of beds at LCR to be in the $400K level, which covered the difference.
   Comm Ricci asked Don Sanders, Dir. of LCR, if he had come up with any plan on this issue. Sanders said he was prepared to respond to this in item #6.
(public comments)
Rich Perino, DPOA, said the big issue for them is juvenile hall overtime, which has been running on average $3K per day for the past 18 mos. They (POs) have offered to work for comp time –no additional hard money outlay—but nobody has responded or investigated this option. He said that in

the past 18 mos there have only been 2 hired on-calls. He questioned the motivation of the Mayor's office for holding up the certification of eligible hires (10 currently awaiting approval). He questioned whether it is administrative neglect like was reported by channel 7 in the Fire Dept. He asked why nobody would fix this problem.

Henrietta Lee, local 790, asked about the budget form, because it looked to her like both positions of the 1426 were put back in.

Comm. Hale asked for clarification on the 1426 positions. M.Lui said there was only one 1426 proposed for lay-off and that was added back in.

Comm Hale referred to the POs' offer to work without OT cash pay but doubted its legality. He asked the Dept if they had an answer to this issue. M. Baumgartner hadn't researched that yet but offered to return with an opinion. Comm Hale asked for this from her.

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

Rich Perino, DPOA, spoke again about the outrageous OT in juvenile hall. He referred to it as a culture that makes staff go out on 4850 or workers comp. He believes that the Controller and Mayor's office has not analyzed it correctly. OT pay has to be stopped in order for 4850 or workers comp to be reduced.

5 (ACTION) Election of Officers

Comm Hale moved to re-install the current officers to a second term. There was no second. A short recess was called.

After reconvening, Comm Hale repeated his motion and it lacked a second again.

Comm Connolly nominated Comm Dupre for President. Comm Hale seconded.

Comm Richard asked for discussion. He commented that every commissioner should have a chance to serve as an officer of the commission. He felt that it was time to start looking at nominating new people. He said that Comm. Hale always spoke about young and new leadership, but there are young and energetic people on the commission who can take charge.

He said that the new Mayor and District Attorney signaled this change. He also echoed L. Holmes' question of commissioners who have lacked participation but show up for elections. He called for new leadership.

The question was called and upon a roll call vote, Comm Bonilla, Richard no… Comms Hale, Connolly, Ricci, Chuck yes. Dupre abstained.

Comm Bonilla commented that while he knew the way the vote would come out, he wanted to support Comm. Richard's comments.

Comm Hale said that there is a very strong relationship between Comm Richard and L. Holmes, who is clearly seeking the Chief's position and has done everything he could to lobby in that regard.

Comm Richard commented that Comm Hale should not be making such comments because he does not know what Comm. Richard's relationship with Mr Holmes is. Such attacks on a fellow commissioner are inappropriate.

Comm Hale continued, "you talk about commissioners coming and not being here… if you wanted to talk about commissioners that come here and aren't prepared…we could be here all night long. This is a process that has been in place. If you had some concerns about it, if you were that concerned about the need to have "young" representation, then bring it up prior to the night of the meeting. And if we're talking about people who come, we can talk about that., but I have a problem with that because I thought we were moving in a positive direction. But to have these comments come up tonight even though you have known in several elections that this has been the process, is in my opinion a poor choice to deal with."

Comm Bonilla: "..again, I don't think we should expound on the issue anymore. Comm Richard made it very clear, he feels that young leadership should be given an opportunity. I'm not saying we're not being given the opportunity I just wanted to be supportive of Comm Richard's comments that young people should be given an opportunity. Some of us may be here the next commission term, some of us might not, but for the record I think its very important for people to know that they can when they do come on board, go against the status quo if they want to run for office they should, and this is in no way disrespect to Comm Dupre, and I actually informed him of my vote prior to the vote, out of respect for him."

Comm Richard: "Comm Hale, many times we have discussed this. And we argue and disagree and agree, and walk away and shake hands. Let me say this, by any means my comments come from me, personally from the heart. Comm Dupre, we have a personal relationship outside of the commission and there's no disrespect for him at all. But to you, and all the other commissioners that sit here, like I said, I think it's time for a change. The old guard's been holding the post too long. Now you know that everything you've strived to get, and where you're at now wasn't because you were pulled up by the old guard, but because you took action to get what you wanted. So I'm saying to all commissioners, there's no disrespect to any commissioner, but I just feel personally that it's time for change. It's time to start building and moving forward. Not to say that we didn't do it and didn't move forward, but it's time to get this commission on the track that it needs to get on. And if we're speaking about people showing up, my track record with this commission speaks for itself. … I don't feel comfortable voting when we need to vote for new change."

Comm Hale; "Comm Richard, it's curious that your comments came after Mr. Holmes made his comments and that's the problem. And he's created a great deal of conflict. He has sought to criticize the dept. and he's done so repeatedly. And when you make your comments after a motion and vote of 6 commissioners were made to stop and wait, that's why I have a problem, because you didn't raise it initially. I moved to vote for the man twice. So you know at least on two occasions before the speaker spoke that it was my intention, this commissioner's intention to nominate the same two officers. And you didn't make a comment at that time. We had a recess. It that was a concern of yours, you could have easily grabbed, if you wanted to, could have easily stated your opinion to us. This is where I'm coming up, up front. But you didn't and that's why I reacted the way I did. I'm reacting that way to Mr. Holmes who has made it very public his intentions, and we have a dept that needs all of us working together. And so I hear you, and yes, we do disagree, and we do walk away friends because we have a community that we work for. And I don't have a problem with that. But in here, the timing of your comments raised some concerns of mine."

Comm Chuck nominated Comm Richard for the position of VP.

Comm Hale seconded for the purpose of discussion.

He said that there was a process, which occurred with Anna Shimko, where they said one year wasn't enough time to develop a sense of the position. There is an interesting difference between the President and Vice President. … This is not a school. This is not some place we're learning how to do a job, necessarily. It has been, at least the Bd of Supervisors and this Mayor has indicated they want individuals who are qualified. Who has the experience to move the business of the various depts. forward. And we are fortunate. We have a group of, I think, seasoned commissioners who have been here for a while, but at the same time I believe Comm.. Ricci, even though we've disagreed and it's no secret to anybody, but she's earned through some of those battles, really the right to be vice president. I believe that when Comm Dupre's second term comes to an end, we're going to be well served. I know Comm Richard and I know that could he serve not only as vice president, but he could serve as president extremely well. I think he does have the passion, but this has to do with time honored, at least with the last 3 presidents. You may not know this but Comm Chuck grabbed me when I was angry because I thought that there should be change in the President's position, and there was a young buck who worked out in Bayview Hunters Point who felt that they brought a certain perspective and they needed to be in the leadership role. But I was served well by the advice of Comm Chuck. 'watch' work the committees, develop an understanding, and really, grow. And I believe that's what's happening here. I hope that Comm. Richard and Bonilla particularly are here for some years to come, because the continuity is absolutely important. I see the rest of us probably moving on before you two, so I have never had a problem with expecting to see you both in a leadership position. When I was President, that's why I appointed you both Chairs, because you needed that experience so you could up the ranks. But at this time, as much as, you know, that one issue really got to me, with respect to this Commission in terms of the stuff we went through, I still believe that Comm Ricci has earned through her battles and her commitment the right to serve as vice president. So while I seconded your nomination, certainly out of respect for you and Comm Chuck, I would be speaking in favor of retaining Comm Ricci for a second term, and you two young bucks will continue to chair two extremely important committees and there's no question every program comes through your hands, every dollar comes through yours and those are not to be minimized in any respect. So I think that you two are doing a service to the Commission and I think our vice president has earned a right to serve a second term

Comm Richard: "Comm Hale, ...well Mr. Connolly, I understand we have to go through this process, but it's going to be quick, so let me say this. I like the way you massaged that situation. You speak so well, and I have no problem with voting and having Comm Ricci as vice president. But I don't think she earned the right to just be vice president. I think she earned the right to be president. You saying she earned the right to be vice president, I think you also should say she earned the right to be president. I do understand what your saying, but I need to let you know that as a business owner, and starting a non profit organization, having 170 kids follow me in a positive direction, managing my own budget, writing proposals, handling my own business accounting, takes me beyond not being ready, as you stated,... not only am I ready to be vice president, but with confidence I'm ready to be the president of this commission. Those are my comments in regards to this issue. I would like to yield to Comm Ricci and second her nomination for vice president.

Comm Hale: "I hear what you're saying Comm Richard, but at the break I did speak with Comm Ricci and told her I felt she was ready for the Presidency."

Comm. Chuck withdrew his nomination of Comm Richard, and Comm Hale withdrew his second.

Comm Richard nominated Comm Ricci for VP, Bonilla seconding.

The question was called and upon roll call vote, the nomination carried 7-0. and the vote for President was corrected by adding Comm Dupre's vote in favor.

Comm Ricci thanked her fellow commissioners for their confidence in her, and especially for Comm Richard for yielding to her.

Comm Bonilla called for a retreat to be put on the next agenda. Comm Hale offered to work with the Secretary to set up the retreat.

Comm Dupre thanked all the commissioners for all their time and commitment in weathering all the storms they have faced.

He asked that item #7 be put on the next commission meeting. Comm Hale asked that this be put on the Finance Comm. agenda. Comm Bonilla asked for the Title IVe manual from the Chief.

Comm Chuck asked for a one-page background paper on this issue. The Chief offered to provide a copy of the manual to each commissioner.

(public comments)

Lonnie Holmes questioned Comm. Connolly's participation in the elections, after such a long absence from Commission meetings.

6 (DISCUSSION) Report on bed rental plan for LCRS.

The Chief asked M.Lui and D. Sanders to report on this. M.Lui presented an updated cost analysis of potential costs/revenues for rental of bed space, which showed 25 added beds. The bottom line of net revenues came to about $30K.

At a rental of 10 beds the net revenues were estimated at $420K.

D. Sanders and two of his staff went to Fount Springs to see how they contracted their beds. He also mentioned a document, which showed that in 1984 the Dept had contracted beds to Merced County. He gave copies of contracts that Fount Springs used, to the City Attorney to review. He is awaiting her response.

He said that Fount Springs charges $2,290./youth. (then he said $2,900/youth/month). He said that 20 beds at this rate gives you $696K per year.

Comm Ricci asked what he needed the Dept of Public Health for in regards to revenue development. He replied that he needed to get the programs and staff certified.

The Chief said she is exploring on two levels; the ranch being a regional facility, and looking at the ranch as a treatment facility –mental health and alcohol and drugs. She is talking for the last two months, to the Director of Menial Health about the possibilities.

She said she asked D. Sanders to go look at this other organization to see how they did bed rental.

Comm. Ricci asked what organization? The Chief said that Fount Springs is the organization but it is not licensed as a ranch, but rents beds to other counties that do not have ranches. It is a treatment

center that can handle 'level 12' youth. Log Cabin can only handle up to level 10 and would need to be classified to handle higher.
Comm Bonilla asked what the timeline is for implementing this?
The Chief said she wanted to look into contracting for beds whether they use them or not. This would be a guaranteed income. She needs to identify the counties that do not have ranches and might need bed space. But she did not have a timeline.
Comm Bonilla asked if they'd have something solid by April. The Chief said they might have some ground information but contracting takes time. It is premature to answer that question right now.
Comm Dupre repeated that both he and Comm Ricci asked that this be a recurring agenda item on future meetings, and in-depth at the committee level.
Comm Chuck proposed forming a committee to work with the Chief in coming up with a timeline and plan. He commented that it might be more important to develop a policy base and mission regarding Log Cabin, and not just concentrating on the need to find dollars.
Comm Hale expressed his disappointment at the Dept's report on Log Cabin Ranch, saying it did not reflect the priority that the Commission has placed on the issue. He supported creating an Ad Hoc committee, that reports to the Program Comm, to drive the process. Comm Dupre appointed Comms Hale, Chuck and Ricci to the Ad Hoc committee, with Comm. Hale chairing. He also asked them to consider finding "hard lease" money from places like the Board of Corrections, to maybe use Hidden Valley Ranch.
Comm Chuck asked what the directive of the committee would be.
Comm Hale said to develop a recommendation as to the implementation of renting bed space at Log Cabin Ranch.
Comm Bonilla asked for clarification, then, would the committee set goals to be reached at each new meeting? Hale said yes.
Comm Dupre asked them to also look at the possibility of Hidden Valley Ranch.

(public comments)
Jim Fithian, Principal at LCR, mentioned the weakness in the area of publicizing what we do. He suggested the Ad Hoc committee think about how we can market LCRS. Use the internet to reach out to others.

7. (DISCUSSION) Report on maximizing Title IVe reimbursements.
Moved to Finance.
(public comments)

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Lonnie Holmes congratulated the newly elected officers. He commented, " and to you Comm Hale, your pontification is old news. I understand that at every turn you're going to try to sabotage my name in the community, but guess what? To no avail. I understand what it's about. I didn't process the illegal contracts for your organization. There was nothing I could do about that, I was doing my job. So if you want to hold that against me for the rest of your life, more power to you. But again, I think the question that needs to be asked is, are you here to help the dept. or for personal gain? So your attacks against me, no one's going to lose any sleep over that."
Comm Hale: "you know, what I find refreshing, the need for qualified candidates at every turn, without exception, without politics, and if they can walk through the front door with their own merits and not who they get to lobby, transition team, lobby whoever else, they might stand a chance of being respected. And when you've known somebody for years, and known their tactics and personality you tend to feel very confident in making certain statements.

9. (DISCUSSION) Announcements, requests for future agenda items
Comm Bonilla repeated his request for a retreat.
(public comments)
there was none.

Comm Connolly asked that the meeting be adjourned in the memory of Judge Leonard Louie.

10. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 8:15 pm. In the memory of Judge Leonard Louie

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 PM Wednesday, March 24, 2004

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AGENDA

1. (ACTION) Roll Call and welcome to new Commissioner, Jim Queen

2. (ACTION) Review and approval of February 25, 2004 meeting minutes
(public comments)

3 (DISCUSSION) CPO Report
    a. JDAI
    b. Budget update
    c. update on maximizing IVE revenue
    4. Status of possible elimination of TANF funds
    5. Update on California Youth Authority
(public comments) **explanatory document: monthly reports for Feb. 04

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5 (DISCUSSION) President's report:
- Union Reps to speak to the Commission, to establish a dialog.
- Personnel Meeting Date
- Invite a epresentative from the Board Of Corrections to attend an upcoming meeting

(public comments)

6 (DISCUSSION) Committee reports
    Program
    Finance
    Facilities
    Retreat Report
(public comments)

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8. (DISCUSSION) Announcements, requests for future agenda items
(public comments)

9. (ACTION) Adjournment

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March 18, 2004

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MINUTES OF MARCH 24, 2004 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call and welcome to new Commissioner, Jim Queen

The meeting was called to order by the Vice President, in the absence of the President, at 5:39 pm. Comms. Chuck, Bonilla, Queen were present at the gavel. Comm. Hale arrived at 5:42 pm, and Richard at 6:50 pm.

Comm. Ricci announced the appointment of Comm. Jim Queen, and he gave a brief overview of his past 35 yrs of community activism and civic involvement.

2. (ACTION) Review and approval of February 25, 2004 meeting minutes

The minutes were tabled until another time.

(public comments)

There were none.

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3 (DISCUSSION) Chief Probation Officer's Report

a. Juvenile Detention Alternatives Initiative update

G. Bieringer gave a brief update on the work. Evening Reporting Centers have opened, there is one young person attending. They are going forward with their community mapping of the 94124 zip code area, they have created a new workgroup to address language and appropriate cultural access issues. They are looking at the issue of "unaccompanied minors" -- those who are undocumented and without parental supervision. And they are crafting a citywide policy statement on juvenile justice reform (using JDAI principles) for the City to adopt. He mentioned a meeting next Wed. the 31st, where he will provide an analysis of the first year's use of the new RAI.

Comm Chuck asked about what the Executive Committee of the JDAI was doing, and Bieringer repeated it was working out a city wide policy statement that will be sent to the Bd of Supervisors, to establish JDAI concepts for the City. Comm. Queen commented that he participates on the Executive Committee and when he first saw the statement he said he was going to work on it, but he added that he thought it should definitely come through the Commission for approval since it is the Commission that is the policy body for the Dept. and the Commission should play a pro-active role in juvenile justice matters in the City. G. Bieringer said that they had a deadline of tomorrow for receiving comments to the statement.

The Chief said they are also making amendments to it so it reflects the W&I code, which is their mandate.

b. Budget update

M Lui reported that he and the Chief met with the Mayor over aspects of the Dept budget. The Mayor increased the amount of OT in the budget. The permanent salaries line is now projected to be in the black and not deficit as was once projected. The controller has released the requisitions for hiring of on-call staff. There are some openings of 8320 counselors in JH, and they are trying to get them filled.

The City has changed contracting procedures so now the Dept can do contracts without bids, up to $10K. All payments to the Dept's CBO contractors are up to date.

The Chief said that DHR has loaned the Dept a person from MUNI, to do the WC work until the Dept has hired its own 1244. That person will work 2 days a week and stay on for two months even after the hiring. They want to see results by the end of this fiscal year.

c. update on maximizing IVE revenue

The Chief said she learned about new regulations on Title IVe reimbursements. The people who wrote the manual will train them. She will inform them of when that training is in case commissioners are interested in attending.

4. Status of possible elimination of Temp Aid to Needy Families funds

The Chief reported basically the same information she shared in the Finance Comm. meeting of March 22.

SB or AB 2947, (Patreco –sic), is a bill to renew the TANF allocation. She said that the result of losing TANF would be that: "we would have no alternative placements. It would mean that there would be overcrowding in juvenile hall, it would mean that youth could not be diverted when referred to the community, it would mean that recidivism would go up and the crime rate would go up." She said that everyone needs to lobby Sacramento to keep TANF.

5. Update on California Youth Authority

The Chief reported that this Dept has sent 51 youth to CYA over the past years, 14 committed last year, and 18 the year before that.

Comm. Hale said for the record that looking for alternatives to CYA is the right thing to do.

(public comments)

Michelle Henry (Ellison?), asked if she could get a copy of the letter that the Chief said was written to the Governor, so that they could use it as a model to write their own. The Chief agreed to make this available to the public.

James Bryant, SEIU 790, asked for a copy of the budget that was referred to in M. Lui's report.

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
James Bryant, President of a non-profit in SF, offered to provide literacy services to the youth in the Dept.

5 (DISCUSSION) President's report:

- Union Reps to speak to the Commission, to establish a dialog.

James Bryant, SEIU 790, asked the Dept to honor the spirit of last year's negotiations and givebacks and rescind the lay-offs. They said that they might have to bring an action against the Dept if this isn't honored.

- Personnel Meeting Date

Comm. Hale asked the Chief to look over a possible date in August for a Personnel Committee review of her performance and performance goals. It was decided that the President and Vice President would set up a date with the Chief.

- Invite a representative from the Board Of Corrections to attend an upcoming meeting

This was tabled.
(public comments)
there was none.

6 (DISCUSSION) Committee reports
Program: This was cancelled and re set for next Wed.
Finance: held, Comm. Bonilla said that the presentation today by M. Lui essentially was what was presented then.

Facilities: Comm. Chuck reported that there was no quorum but an informational exchange was held. (Notes to that meeting available on the Commission website).

He asked M. Baumgartner to summarize her memo regarding ownership/control and transfer of City property. She did so.

Ad Hoc Committee: Comm. Hale reviewed that the committee met and divided up Into workgroups. Each of them will meet and come up with priorities and they hope a plan and report may be available by the end of April or early May. He also mentioned that there was a group of ministers from the Bayview Hunter's Point and Western Addition, interested in exploring the use of Hidden Valley Ranch.

Comm. Bonilla asked if the result of this work would be that the Dept could immediately rent out bed space? Comm. Hale said no, that it would just be the report to the Program Comm. and whatever follows after that.

Retreat Report: Comm. Hale said he was hoping to set up a date for sometime in April. Comm. Chuck said he would be gone from the 20th of April for an extended time.
(public comments)
There was none.

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
NTanya Lee, asked the Commission what position they have on the juvenile justice system and the movement to overhaul it. She asked that they take some role of leadership, be involved in it, and not carry out business as usual. She hoped that the discussions about Log Cabin Ranch really questions if it is the best option as an alternative to CYA. She said it is very important that the $600K projected revenue plan is actually a concrete one which will meet with the approval of the Mayor's office, otherwise all this talk will be for naught.

8. (DISCUSSION) Announcements, requests for future agenda items
Comm. Chuck announced that on March 30, the Senate Committee on Public Safety would be holding hearings on SB 1223 and 1151, which will impact on the juvenile justice system. (allow judges to reconsider sentences of minors tried as adults, and to consider more factors in the deciding on trial as adult or minor).
(public comments)
there was none.

9. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:56 pm.

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:30 PM Wednesday, April 28, 2004

AGENDA

1. (ACTION) Roll Call and welcome to new Commissioner, Lidia Stiglich

2. (ACTION) Review and approval of March 24, 2004 meeting minutes
(public comments)

3. (ACTION) Election to fill the position of Vice President.
(public comments)

3 (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Detention Alternatives Initiative update
   b. Budget update
   c. Update on California Youth Authority
(public comments) **explanatory document: monthly report for Mar. 04

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5. (ACTION) Resolution regarding May as "National Foster Care" month (Hale)
(public comments)

6. (DISCUSSION) Committee reports
   Program
   Finance
   Facilities
   Ad Hoc Committee
   Retreat Report
(public comments)

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8. (DISCUSSION) Announcements, requests for future agenda items
(public comments)

9. (ACTION) Adjournment

** Explanatory documents: Hard copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, may be obtained from the Dept's Finance Office by April 23. Please call the office to make arrangements. Some documents may be accessible electronically on the Commission webpage under agendas)

April 22, 2004

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MINUTES OFAPRIL 28, 2004 REGULAR MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call and welcome to new Commissioner, Lidia Stiglich
The Chair (President Ricci) called the meeting to order at 5:40pm and introduced and welcomed new Commissioner Lidia Stiglich to the commission. Comm Stiglich thanked Comm Ricci.

2. (ACTION) Review and approval of March 24, 2004 meeting minutes
The minutes were approved as written.
(public comments)
there were none.

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3. (ACTION) Election to fill the position of Vice President.
Comm Hale nominated Comm Richard, seconded by Comm Bonilla. There was no discussion. The vote was called and upon tally, the nomination carried 6-0. Comm Richard thanked everyone for their vote of confidence in him.
(public comments)
There was none.

4 (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Detention Alternatives Initiative update
   The Chief asked Gary Bieringer to report. He announced the quarterly meeting of the Stakeholders to be on May 4, at the cafeteria.
   He further reported that the community mapping of the zip code area 94124. The information gathered will help them in figuring out what to do on the issue of disproportionate minority confinement. They will have 16 young people going out to do this mapping.
   The Annie Casey Foundation will hold its annual JDAI conference in Nov. and in SF.
   The Executive Committee has been working on a citywide policy statement, that will ask the Bd of Supervisors to adopt it as the official policy for the City, on juvenile justice. When they have it finished, they will bring it to the commission for support.
   He passed out a one page document which showed the results of a one year usage of the revised risk assessment instrument, at the point of entry to juvenile hall. He briefly summarized some of the points (the full report and summary are available from G. Bieringer).
   Comm Queen commented that the policy statement did not include any reference to the Probation Commission. He still has serious concerns of that absence, and recommended the Commission look more closely at it before giving any support.
   Comm. Hale agreed with Comm Queen that the Commission needs to be included in any dialog regarding juvenile justice policy, including this policy statement.
   Comm Queen further said that he felt that not only should such a statement derive from this body, but that perhaps, as the policy making body for juvenile probation in the city, this body should carry it forth to the Bd of Supervisors.
   G. Bieringer said the group's (exec. Committee) consensus was that the JDAI was a larger concern than the Probation Commission, taking in the entire system, so that it should be the body that carries the policy forward, but in partnership with Probation, the DA, PD, Youth Commission, etc.
   Comm. Queen said that this was not a point of consensus, but more a matter of a few key individuals encouraging taking action. He repeated his belief that the JDAI affected primarily the Probation system, albeit involving other aspects and jurisdictions, so that this Commission and Dept should be the ones carrying forth proposals for the others to buy into.
   G. Bieringer said that the statement was one that James Bell was putting together and perhaps directly communicating with him would be best.
   b. Budget update
   Mark Lui reported that the Mayor's finance office has rejected some of the proposed measures given by the dept. They rejected the $600K projected from renting beds at LCRS. They

increased the amount of budgeted OT another $800K, that amount to be taken from other parts of the budget. The amounts of deficit to the previously "balanced" budget in Feb. is now $120K over. The Mayor's budget analyst said that it IS their budget now (since Feb. 20) and they will be making decisions to balance it. None of those decisions will be finalized until labor negotiations are completed. The Mayor's office will try to balance the City's budget by mid May. The Dept's hearing before the Bd of Supervisors' budget committee will happen toward the end of June –possibly only one hearing before the final Bd action by July 1.

Comm Bonilla asked if the Mayor's office had indicated where they were going to cut from.

Lui said from both non personnel and personnel items.

Comm Hale asked what other revenue sources Lui had meant that the Mayor's office was going to look at. Lui deferred to the Chief and she said didn't know.

Comm Hale asked if the Mayor's office just didn't think the plan to raise $600K was realistic. Lui said that they have been monitoring the progress of the committee and what's been done to date.

The Chief said that on call counselors are being hired and this will affect the OT amounts (but won't see the start of results until June)

On Workers Comp: she said that we have averaged 18-20 on WC. Right now we have 11 counselors and 4 probation officers out on WC. There is a part time loaner from MUNI to work on WC cases right now, and the 1244 hire won't be on until mid May. He's coming from the Library.

All training for Juvenile Hall will happen in May.

She reported that they have decided to move all food preparation for LCRS up here. All food service staff will move up to the YGC kitchen and all meals will be prepared here. LCRS will have two hot meals and one cold (lunch) daily. The food will be transported to the ranch daily. Schedules will change and save about $14000 a month in overtime. The overall food cost savings should be up to $60-$70K. This will be a pilot project til the end of June and then they will assess whether it is working or not. She said the yearly saving could be $250K.

Comm Ricci asked if the on call counselors will have an impact on the LCRS situation. The Chief said that there are only 3 on the list now that said they'd be interested in going to the ranch.

The Chief said that they have the authorization to give premium differential of 5% to those going to the ranch, but the wage difference between ranch and juvenile hall counselors was 7.5%, so they have to go through "all these gyrations." DHR will be looking how to best merge the two different classes (8320 and 21)

The Chief said that the Exec. Chef up here in YGC would get supervisory differential because he would be supervising the staff of 2 institutions. Quest: what happens to the chef from LCRS. The Chief said that remains to be seen, how well this plan works.

c. Update on California Youth Authority

The Chief said that there are several options being looked at: county responsible for parole of former CYA commitments or others. Nothing is definite. Comm Queen asked if we were doing anything affirmatively to get a solution to this, and just what would be the position of the Commission and Dept on the issue. He was uncomfortable with just hearing that there are discussions but no one appears to have taken affirmative action to reach some answers. Comm Hale said that the Ad Hoc Committee on LCR was also considering using the ranch as an alternative to CYA.

(public comments) **explanatory document: monthly report for Mar. 04

There was none

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

There was none

6. (ACTION) Resolution regarding May as "National Foster Care" month

Comm Hale read the resolution declaring May as National Foster Care month. The question was called and upon voice vote, the resolution passed 5-0.

(public comments)
Michelle Brynes, project director for United Way's collaboration in regards to this resolution. She thanked the Commission for their expression of support of this and invited them to join in some of the upcoming activities surrounding this issue.
Eric Allen, spoke in opposition to the resolution.

7. (DISCUSSION) Committee reports Comm Ricci announced that Comm. Queen is now the Program Committee Chair.
Program: Comm Queen asked LJ Simpson and L. Holmes to review the RFP process and the PrIDE evaluation. (this was covered in the Program Comm meeting mins) Comm Ricci asked how the Dept was preparing to protect itself against what happened when the contractor (Owens) stopped working and nobody in the Dept knew the codes or could use them to maintain the JJIS and generate reports. Now that the former contractor is a staff in the Dept, what's to keep him from not working again and leaving the Dept totally paralyzed. The Chief did not have a plan.
Comm Hale agreed that there needs to be a system back up in case the programmer, for whatever reason, doesn't do the work.
Finance: Comm Bonilla reviewed that the Dept's budget, submitted in Feb. is still being discussed with the Mayor's office, and did not have anything new to add beyond what M Lui reported.
Facilities: Comm Chuck was not present so there was no report. Comm Ricci asked for an update on the Juvenile Hall project at the next meeting
Ad Hoc Committee: Comm Hale announced that the Chair of the Ad Hoc will be given to Comm Queen. The current work of the Ad Hoc committee has broken out into 3 work areas. In the area he is working, Finances, he said there was a potential for claiming more revenues from certain funds, but there was no detail given at the meeting.
Comm Queen said that the primary issue is with finances, and the proposal for bed renting is being pushed forward. D. Sanders responded to Comm Queen's request for that report. They are putting information together for review by the Chief, before they make it available to others. He hopes to have more detail for the next Ad Hoc Committee meeting. Comm Queen mentioned the condition of the physical plant and emphasized the need to improve it. There is also a need to explore mental health services for the population.
Retreat Report: There hasn't been any plans proposed. Maybe at the next meeting there will be some.
(public comments)
Eric Allen expressed surprise and shock that the Dept is in such poor management shape.

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There was none.

9. (DISCUSSION) Announcements, requests for future agenda items
Comm Hale and Comm Richard requested that the meeting be adjourned in the memory of Thomas Lane, Director at Joseph Lee gym.
(public comments)
there was none.

10. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 7:36pm

in memory of
Thomas Layne

SF Docs

From: Don Chan [Don.Chan@SFGOV.ORG] **Sent:** Sun 5/2/2004 2:20 PM

To: bfisher@huckleberryyouth.org; Board.of.Supervisors@SFGOV.ORG; Colleen Montoya; david.mauroff@SFGOV.ORG; dcoleman@huckleberryyouth.org; Dawn Kamalanathan; volauxygc@aol.com; gbieringer@sftc.org; SF Docs; Greg Mendiola; henrythe2@aol.com; Ida Miranda; jfithia@muse.sfusd.edu; john.radogno@SFGOV.ORG; katkinson@bhnc.org; katherine.weinstein@SFGOV.ORG; laura@LFAgroup.com; lmiles@muse.sfusd.edu; Laura Azzolino; Margaret Baumgartner; mkemper@cccyo.org; marynella.woods@SFGOV.ORG; Margaret Brodkin; nicole.derse@SFGOV.ORG; nlee@colemanadvocates.org; Stats; Thi-Bay Miradoli; wcalomiris@cccyo.org; ymac@colemanadvocates.org; carols@sfsu.edu; abojorquez@instituto-sf-ca.org; shirley bird; great2468@aol.com; fiona.chan@mingpaosf.com

Cc:

Subject: special meeting of commission

Attachments:

NOTICE OF SPECIAL MEETING OF THE JUVENILE PROBATION COMMISSION

to be held at Fresca Restaurant
2114 Fillmore St.
San Francisco, Ca 94115

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Monday, May 3, 2004
12:00 Noon

This is a purely social gathering of the Commission and no business will be discussed.
It is a "retirement" luncheon for retiring Commission Tim Dupre.

SF Docs

This message was sent with High importance

From: Don Chan [Don.Chan@SFGOV.ORG] **Sent:** Mon 5/3/2004 10:08 AM
To: bfisher@huckleberryyouth.org; Board.of.Supervisors@SFGOV.ORG; Colleen Montoya; david.mauroff@SFGOV.ORG; dcoleman@huckleberryyouth.org; Dawn Kamalanathan; volauxygc@aol.com; gbieringer@sftc.org; SF Docs; Greg Mendiola; henrythe2@aol.com; Ida Miranda; jfithia@muse.sfusd.edu; john.radogno@SFGOV.ORG; katkinson@bhnc.org; katherine.weinstein@SFGOV.ORG; laura@LFAgroup.com; lmiles@muse.sfusd.edu; Laura Azzolino; Margaret Baumgartner; mkemper@cccyo.org; marynella.woods@SFGOV.ORG; Margaret Brodkin; nicole.derse@SFGOV.ORG; nlee@colemanadvocates.org; Stats; Thi-Bay Miradoli; wcalomiris@cccyo.org; ymac@colemanadvocates.org; carols@sfsu.edu; abojorquez@instituto-sf-ca.org; shirley bird; great2468@aol.com; fiona.chan@mingpaosf.com
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Subject: special meeting of commission
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San Francisco
Juvenile Probation Commission
Agenda

Friends

the special meeting of the Commission, previously posted for today at Noon, has been canceled due to scheduling conflicts.

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 PM Wednesday, May 26, 2004

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AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of April 28, 2004 meeting minutes
(public comments)

3. (DISCUSSION) Chief Probation Officer's Report
    a. Juvenile Detention Alternatives Initiative update
    b. Budget update

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(public comments) **explanatory document: monthly report for Apr. 04

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5. (DISCUSSION) Report from LaFrance Associates on the PrIDE study.
(public comments)

6. (DISCUSSION) Development of civil service classifications for individuals who will work in community based programs (Queen)
(public comments)

7. (DISCUSSION) Support of district based violence intervention strategies in those districts most impacted (Queen)
(public comments)

8. (DISCUSSION) The use of district based juvenile justice plans, as the foundation of the Commission's juvenile justice planning strategy. (Queen)

9. (DISCUSSION) Committee reports
    Ad Hoc Committee
    Retreat Report
(public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION) Announcements, requests for future agenda items
(public comments)

12. (ACTION) Adjournment

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May 21, 2004

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MINUTES OF MAY 26, 2004 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call
The Chair called the meeting to order at 6:13 pm. Comms. Queen, Bonilla, Stiglich were present at the gavel. Comm Richard arrived at 6:55 pm. Comms. Hale and Chuck were excused.

2. (ACTION) Review and approval of April 28, 2004 meeting minutes
Tabled til the next meeting.
(public comments)
There were none.

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3. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Detention Alternatives Initiative update
   The Chief said G. Bieringer was not present and had no report to give. This will be scheduled for the next Commission meeting.
   b. Juvenile Hall replacement project update
   C. Bigelow reported that they were about 1/3 through the project schedule. There are modifications to the schedule which will add about 4 mos to the total time. There is a 10% construction contingency fund, and of this, about 40% has been used to date ($472K processed). About $5 mil is left of the original $15 mil state grant, and that will be expended by June (end of the next quarterly report). Thereafter, costs will be paid through certificates of participation. There's about $466K in "soft costs" being paid.
   Comm Bonilla asked if it was on budget. Bigelow said that delays add cost in the project management. He is projecting a shortfall of about 1.2% at the end. This amounts to about $660K. they are attempting to shift costs to cover this. They do not want to go back to the Bd of Supes for a supplemental appropriation.
   c. Budget update
   M Lui said for the current year we have a salaries surplus. Building repair costs have gone over budget so some bills have not been paid in a timely manner. Some shuffling of line item funds were allowed to pay food bills. Comm Ricci asked which items were moved. Lui said $55K was moved from non personal services to materials supplies.
   Next yr: they have increased numbers of layoffs to 14 total to be effective August 31, 2004. They also have to cut CBO contracts by 4%, or a total of $271K. They are expecting only 1/3 of the TANF funds they received this year. HE said that they are saving about $40K by the changes in the food service staffing (reported last month). He further reported that they have reduced OT costs by $300K.
   To get money, they are going to institute a record search fee (to obtain $12K).
   The Chief reported that $61mil of TANF was put back in the state budget "on a general fund basis." She said that a number of legislators promised to find some way to "fund juvenile justice funds but it would probably be in general funds whether under a TANF name." "So what's been allocated so far of the $201 million, which was the original amount for California is $67 mil. The $134 difference, which they are trying to find now, they, starting the month of June 2, the joint conference committee to reconcile the differences between many budget situations that, part of that would be the monies to juvenile justice, and the assembly has certain (inaudible) and the senate has certain (inaudible), and they're trying to reconcile that. Now we'll be getting a day to day, blow by blow from our lobbyist. They will be on the floor debating, but right now it's still up in the air, but they are saying, trust me, we are going to find some money for you, but it will not be called TANF, it will be general funds. In a lot of ways that's much better, because it's a more stable kind of funding." She said that they should know by June 15.
   M.Lui said that the Controller would take the reduction in revenue from the general fund reserve (M.Lui wasn't quite sure what this meant or how it works). The short of it was that the Mayor's office said to leave the budget as it was submitted Feb. 20, with the additional $271K worth of reductions.
   They are now putting responses together to answer questions from the Bd of Supes and Harvey Rose.
   Comm Ricci asked the other commission members to be active in the budget hearings. The Chief asked for a meeting with the President and Finance Chair to apprise them of the Dept's responses to Bd questions.
   Comm Bonilla asked for copies of the questions the Dept is working on. M.Lui spoke on mike but was

inaudible.
(public comments)
James Bryant, local 790. Ques. The layoffs will take place when? He had other questions but spoke so close to the mike that the distortion made the recording unintelligible.

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

5. (DISCUSSION) Report from LaFrance Associates on the PrIDE study.
L.J. Simpson thanked LaFrance and her own staff for all the work done, under the serious problems faced by the Dept this past couple of years. She said this report will support the need for community based programs. (the entire report is available on the LaFrance website, as well as the Dept's website). Some highlights given by Stephen LaFrance and Laura Lanzoretti were:
Review of the literature on alternative programs shows there's a significant cost savings to society.
Problems encountered in collecting data were due to transition in Dept leadership, budget cuts. The programs are varied and made comparisons difficult, so many sources of information were collected about each org. to assess their work. They assessed that there are more dept. funded services provided in those neighborhoods that more youth come from. They recited several findings, which reflected positive changes in numbers of youth who have any subsequent contacts with the system, after enrolling in the CBO programs.
Comm Bonilla commented that the report does show the neighborhoods that present many current problems, and may give us some basis to suggest increased support from other city departments for services in them.
Question: is this a computer accessible system, for data entry from different points? No.
Question: is it realistic to integrate the system into the Dept within another year? If it is simplified much more, it is. In its current form, it would need additional staff to maintain.
(public comments)
Corinna Sanchez, Special Services for Groups, thanked LaFrance for their work.
Joanna Hernandez, Mission Neighborhood Centers, noted that Young Queens on the Rise is now coordinating with the evening reporting centers.

6. (DISCUSSION) Development of civil service classifications for individuals who will work in community based programs.
The Chair removed this from the agenda, referring it to Personnel Committee.
(public comments)
There were none.

7. (DISCUSSION) Support of district based violence intervention strategies in those districts most impacted
Comm Queen commented that this was a concept, policy that was being advanced by the African American Police Community Relations Board, and that he would like the Commission to consider passing an action to support it as a basis for choosing community based programs/services to address the problems of those communities most impacted by violence. He passed out a document and requested that the Commission review the document and vote on it at the next meeting.
Comm Bonilla asked if it would demand funds from the Dept. Ans: No.
Comm Ricci asked that it be scheduled for the next meeting.
(public comments)
L. Holmes commented that there was a meeting at Ella Hill Hutch regarding the resolution concerning the Police Relations Board and the Community. They will be meeting next Wed. at 10am, and perhaps Comm Queen could attend.

8. (DISCUSSION) The use of district based juvenile justice plans, as the foundation of the Commission's juvenile justice planning strategy.
Comm Queen commented that he would like the Commission, which is the policy body for the Dept, to adopt this orientation for its work in setting policy for juvenile justice.
This will be further discussed and possibly acted on at the next Commission meeting.
(public comments)
There were none.

9. (DISCUSSION) Committee reports
Ad Hoc Committee
Comm Queen summarized that there has been much work dealing with the issue of the ongoing existence of LCR, bringing in revenues, and changing programs and services. There are several options being explored (see minutes of Ad Hoc Comm on the web). He asked D

Sanders to briefly summarize what he has been doing. This is also included in the minutes of the Ad Hoc Comm.

Comm Ricci asked about the on-call list and how it is being utilized for the ranch. The Chief talked about processing the on call list. She mentioned that they are people who are working in other counties, so they are experienced. They are now planning on checking 10-15 more. The requisitions for those positions will expire June 30. They hope they will fill them by then. Today they got permission to fill 2 requisitions for on-call cooks.

Retreat Report

There was no report, and no discussion regarding setting the date for the retreat.

(public comments)

There were none. Comm Ricci asked the Finance Comm. Chair to look into the Dept's cell phone use, City cars usage to see how it's been over the past 3 years.

The Chief said that process has been completed. They have reduced their cell phone usage by 30%. People have been counseled; they have done an inventory of all the cell phones being used; they are disconnecting approx. 30% of the phones. Anyone abusing the phone use will be subject to paying back the costs, and/or discipline. She said she could have the financial administration director give that information to the Commission.

Comm Bonilla said that he heard that Oakland was going to make their employees pay back for using city cell phones for personal calls. He asked the Chief if it would be worth looking into the past cell phone usage now, or just start today with a clean slate and watch it from now on.

The Chief said that they have spent the last two months looking into this and decided to start with a clean slate, and begin monitoring it from this point on.

Comm Ricci stopped the discussion and referred it back to Comm Bonilla to carry on outside of the meeting.

(public comments)

L. Holmes, said that the Bd of Supes will hopefully be considering a charter amendment in Nov. that will add more resources to address violence prevention in the City. He hoped the Dept will be a part of creating that legislation and also receive some of the funds that will be appropriated to it.

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

    There were none.

11. (DISCUSSION) Announcements, requests for future agenda items

    Comm Queen just reminded the Commission of the two items he brought up earlier.

    Comm Ricci asked for the Finance Comm to give a report. She also asked for a Personnel Committee meeting to be set up.

    Comm Stiglich reminded the Chair that the minutes of April 25 were not acted on. The Chair tabled action until the next meeting when Comm Hale could be present.

    (public comments)

    There were none.

12. (ACTION) Adjournment

    There being no further business, the meeting was adjourned at 8:04 pm.

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 406
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

6:00 PM June 23, 2004

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AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of April 28, and May 26, 2004 meeting minutes
(public comments)

3. (DISCUSSION) Chief Probation Officer's Report
    a. Juvenile Detention Alternatives Initiative update
    b. Budget update
    c. Status of TANF funding

   (public comments) **explanatory document: monthly report for May. 04

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5. (DISCUSSION) Youth Presentation on YGC Cornerstore Business Plan (L.Jackson-Simpson)
(public comments)

6. (DISCUSSION) Status report from LCR Director on Log Cabin Ranch operations (Ricci)
(public comments)

7. (DISCUSSION/ACTION) Resolution for LaFrance Associates, pending availability of funds (L.Jackson-Simpson)
(public comments)

8. (DISCUSSION/ACTION) First reading of possible recommendation from Program Committee regarding the support of district based violence intervention strategies in those districts most impacted (Queen)
(public comments)

9. (DISCUSSION/ACTION) First reading of possible recommendation from Program Committee regarding the use of district based juvenile justice plans, as the foundation of the Commission's juvenile justice planning strategy. (Queen)
(public comments)

10. (DISCUSSION) Committee reports
    Finance Committee
    Program Committee
    Ad Hoc Committee
    Retreat Report

    (public comments)

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

12. (DISCUSSION) Announcements, requests for future agenda items

(public comments)

13. (ACTION) Adjournment

** Explanatory documents: Hard copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, may be obtained from the Probation Commission office by June 21. Please call the office to make arrangements. (Some documents may be accessible electronically on the Commission webpage under agendas)

June 17, 2004

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MINUTES OF JUNE 23, 2004 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 406 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
Comm Ricci called the meeting to order at 6:07 pm. Comms. Queen, Bonilla, Stiglich, and Hale were present at the gavel. Comm. Chuck was excused. Comm Richard arrived at 6:23 pm.

2. (ACTION) Review and approval of April 28, and May 26, 2004 meeting minutes
Comm Ricci tabled the action until Comm Richard could be there to vote on the minutes. At the end of the meeting, Comm Ricci had been excused, and in her absence, Comm Richard suggested tabling the action until the next full Commission meeting so she could also be there.
Comm Hale corrected the spelling of Thomas Layne.
(public comments)
There were none.

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3. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Detention Alternatives Initiative update
   G. Bieringer was on vacation, so there was no update
   b. Budget update
   M Lui gave an oral report. He said that Harvey Rose has already recommended an additional $121K of cuts from the Mayor's submitted budget. The categories are: equipment for the new JH (reduced $30K, MIS equipment by $38K, and a 9708 employment specialist position, another $52K. They also asked for an elimination of empty positions: 2-8414 Supervising POs, 2-8444 DPOs, 8340 Asst Dir JH, 8323 Sr. Counselor at LCRS, 8142 public defender.
   He said the final decisions on our budget would be made July 2, in the Bd chambers.
   Comm Hale asked how the Bd/Rose, as non-experts in this field, could recommend cuts of professional positions. Lui said that they (the Dept) would be going back and explaining to them the impact of these cuts. He said that they would agree with most of those (Rose's) decisions but some they will be addressing.
   Comm Hale said that these recommended cuts were a policy decision. He opposed someone like H. Rose coming in from outside, and making the decisions without even discussing it with the Commission. He said this action flies in the face of the SF Charter.
   Comm Stiglich asked Lui; the Dept had designated 5 positions for salary savings? Lui didn't catch the question. She repeated, they had listed 5 positions that were going to be taken off the books. Lui said, deleted, for lay offs. Stiglich: so they existed, for lay offs. So there were people who hold those positions who are going to be laid off? Lui; yes. Stiglich: with respect to the one that's going to be counted against the budget, nobody is in that position? Lui; the positions ...are all vacant positions, so there is no budgetary...or no dollar reduction in our budget.
   Stiglich: they were vacant positions because we were not allowed to fill them?
   Lui; correct. And we do not anticipate getting the authority from the Controller and the Mayor.
   Comm Stiglich asked how long the vacancies existed. Lui gave one estimate for one position but didn't have the exact fact for every one. There were no specific answers given.
   Comm Hale repeated his displeasure about others (Bd of Supes, H Rose) making decisions without consulting the Commission.
   The Chief said, "one of the things we wanted you to take note of, is of the public protection agencies, Juvenile Probation Dept is taking a 15.4 cut, Fire Dept is taking a 5.9 cut, Police Dept is taking a 1.4 cut, and the Sheriff's Dept is taking a 1.2 cut. So, we are taking a significantly heavy cut in terms of public safety agencies." "Additionally, we were notified less than a month ago, on June 2, that the Sheriff's would no longer be covering the front door, which has a significant public safety issue." (sic)
   The Chief said that the courts' budgets were cut and they would no longer pay for the Sheriffs. The cost of 2 deputies would be $200K. She reported that the Sheriff agreed to keep covering the door

for a while after July 1, until the Dept could resolve the problem.

Comm Hale cited the refusal of the City to allow us to charge other depts. for use of our facilities, but now expect us to pay the costs necessitated by having other depts. in our facilities, as an unfair proposal. He asked if the Dept ever brought that up to the Mayor's office. The Chief said no they had not said that to the courts or the Mayor. She has given the information to Murlene Randle of MOCJ.

Comm Stiglich asked how much Adult Probation was cut. The Chief said very little, but then said they had a slight increase. ("a slight increase of 1.")

M Lui said the Commission asked them to come up with a list of add-back items. There are 8: $250K for additional community services to help address the increased violence on the streets. This would be put back into the baseline program funding

The 2nd item would be 2-8444 POs. the layoffs of 2 Supervising POs would eventually affect staff level POs in layoffs of 2. 3rd is 2-8320 counselors (similar situation as the POs).

4th is $200K for security at YGC. 5th is a 1022 IS position. 6th is a 1430 transcriber/typist 7th is $52K in MIS equipment.

Comm Stiglich asked about the 6 positions that were recommended eliminated, by H. Rose, and that Comm Hale had a problem with, because they were important positions. Then why is $811K being asked for, for other positions and not these?

The Chief said, "the positions we are asking to be put back in are the positions that have already been notified that they are being laid off. The positions that Harvey Rose is proposing to be cut to reduce our budget are vacant positions. They represent a potential to fill the positions at a later time when the budget is better. The 14 people we are laying off, that is like a forgone conclusion, the way this budget has gone through. The 15.5% cut includes those 14 people that are to be laid off. What we are saying is, I guess, let me explain the process. When the Mayor turned in the budget, the proposal was 14 people being laid off. When we turned that over to the Bd of Supervisors, they accept that or they evaluate it. They have evaluated and accepted those 14, and then they're going.... Harvey Rose, who is from the Bd of Supervisors,...is recommending additional cuts, cuts that are.. not people but... vacant positions. So those are vacant positions they are talking about cutting. So they are talking about cutting our budget in addition to the 15.2. this is a hundred and some, addition. So what we are saying is, we are suggesting to the Commission that these would be the things which we would asked to be added back, because it is our understanding that we cannot ask for these things to be added back. It has to be something that is done by the Commission." "We cannot go before the Bd and ask for add backs. This is the document that we prepared and we have the Commission, with Commissioner,..Commissioner Ricci wanted to know what the Commission could do in help with the budget, given that we were getting cut so deeply. So we looked, given the fact that we were cut 14 positions, a total of 15.4, that these were the things that we would want, if there is lobbying, you know, if there is possibility of add backs. These are the priorities that we thought, but it would be your decision, and our priorities were framed in the policies and procedures that you have defined."

Comm Hale said that it was always contemplated that those positions would be filled.

There was a discussion regarding the guarding of the front door. If it is for the safety of the courts, then it should not be paid out of Juvenile Probation Dept budget. M. Baumgartner, Dep. City Attorney said the charter only requires the Sheriffs provide bailiffs for the courts. Comm Stiglich questioned why the cost should be borne by this dept. The Chief said Judge Hitchens said clearly the courts weren't going to pay a dime for that. Comm Stiglich commented that before we go ask for $200K for security, rather than for say restoring some of those positions, it would be important to see where we could draw the line on the cost of security. We should check out how other depts. (eg. Police) do it.. who pays for them?

Comm Bonilla said perhaps this Dept should say we will not pay for it. The Chief said that would be chaos.

Comm Queen asked Comm Stiglich to propose a course of action. Comm Stiglich said that she recommends we go back to the table with whomever to negotiate this.

Comm Hale said he'd like us to start charging the other depts., if we are to pay this cost.

Comm Queen said that we should present our position to the Mayor, giving them the options we see before us.

Comm Hale proposed evicting the courts from the building. The Chief said there would be costs for getting the youth to and from court. There are other problems associated with this idea.

Comm Ricci asked Comm Stiglich to follow up on this issue of security. She accepted.

c. Status of TANF funding, and the Dept's RFP process

The Chief reported that the State restored the $134 mil in TANF, but placed it in general funds. That means that the total $201 mil is available to the state. She said they do not know the "access vehicle" for which they will receive that (sic). It may be the BOC. She said that "the big five have committed to it. And now it's just a matter of how we will access it. It is supposed to be with the same regulation, the same distribution, the same allocation. There can be complications in terms of how we access it, because right now there are laws and the JJCC determines how that TANF money is distributed. So we have yet to find that information. The other thing we've been advised, our lobbyist, is that there are no guarantees from year to year now. It is general funds and it will be a fight every year. So we can celebrate in terms of this battle is over but the war is not won yet. But it's positive and we're excited that all the lobbying we have done, all the chief probation officers, the lobbyist we have paid, in fact, produced the results that we wanted."

Liz Jackson-Simpson gave a brief summary of the RFP process. They are now in the selection process. She requested the Commission call a special meeting in order to review the staff recommendations and to approve contracting with those selected proposals, within the next 2 wks.

(public comments)

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

There was none.

5. (DISCUSSION) Youth Presentation on YGC Cornerstore Business Plan

Dorian Johnson and Jane Siegal did a PowerPoint presentation put together by a couple of the youth they are working with (from the Y-TEC program). This is a joint effort between Turning Heads, a non-profit working with LCRS, and the Volunteer Auxiliary. A copy of the presentation is available from the JPC office.

The Commission commended them on their good work. Comm Hale asked if there was a possibility to have youth in JH be given privileges of buying items from the cornerstore. L Jackson-Simpson said that it might be problematic.

(public comments)

There was none.

6. (DISCUSSION) Status report from LCR Director on Log Cabin Ranch operations (Ricci)

This was tabled until the next full Commission meeting.

(public comments)

7. (DISCUSSION/ACTION) Resolution for LaFrance Associates, pending availability of funds

L Jackson-Simpson said this is for a max of $175K. and is the last year of a 3 yr effort to finalize the evaluation program and integrate it into the Dept. Comm Richard, taking the Chair in Comm Ricci's absence, commented that the report from LaFrance at the last Commission meeting was beautiful. Comm Queen asked whether it would be possible to re direct some of that money to other direct services in view of the violence in the communities. Comm Hale expressed his support of the evaluation program. He said the CBOs would now have something powerful to use in their proposals. Comm Bonilla admitted he didn't have the understanding of how that document could be used, how it would work. He said he could support this, the last year of the project, but would have a problem if it came up again for support. Comm Queen mentioned that "Citi-Stat" might be a program we can use to gather relevant demographic information, in lieu of creating another one. L. Jackson-Simpson offered maybe that the PriDE program could help Citi-Stat fill in information. Comm Bonilla moved to approve the contract. Comm Stiglich 2nd. **The question was called and upon roll call vote, the motion passed 5-0**. Comms Ricci and Chuck's absence excused.

(public comments)

Rev Toni Dunbar spoke in favor of the contract.

Katie Miller, MOCJ also spoke in support of the contract.

8. (DISCUSSION/ACTION) First reading of possible recommendation from Program Committee regarding the support of district based violence intervention strategies in those districts most impacted.
Comm Queen explained the background to this, which began with the African American Police Community Relations Board, and their efforts to establish an understanding and protocols for dealing with violence in impacted neighborhoods. He stated that the Mayor has already adopted it and is working with the group to reach the goals delineated in the plan. (copy available from the JPC office) He asked that the Commission take a stand to support both this concept and the program described. Comm Hale wanted to know some examples of how this would work.

Comm Bonilla moved to approve this resolution to support district based violence intervention strategies in those districts most impacted. Comm Stiglich 2nd. **The question was called and upon voice vote, passed 5-0.**
(public comments)
Katie Miller, MOCJ, asked how this initiative would interface with other citywide initiatives (eg. JDAI, girls' initiatives, CARC, etc). Comm Queen commented that when there are citywide initiatives, in many cases they target specific neighborhoods (eg. gang initiatives), and that this just assures that local resources in those communities are at the lead of how those initiatives play out in their neighborhoods. This is not in conflict.
L. Holmes spoke in support of this resolution.

9. (DISCUSSION/ACTION) First reading of possible recommendation from Program Committee regarding the use of district based juvenile justice plans, as the foundation of the Commission's juvenile justice planning strategy.
Comm summarized this, reading the resolution, and commented that he would like the Commission to be involved in a proactive way with setting policy orientation on juvenile justice in the city. Comm Bonilla suggested including some form of actualization activities to give the spirit of the resolution some concrete body. Comm Stiglich asked to consider this further, and have a larger discussion before an action is taken on it. Comm Queen offered to take this back to the Program Comm to have a larger discussion, and invite all interested to speak at that level. Comm Hale also thought it would be fruitful to have a larger discussion. Comm Bonilla suggested having it discussed in Committee level, and then have a public hearing in the community, focused on this one issue. The Chief said, "I think one of the issues is that I really …(inaudible) to what Comm Bonilla said, we have a function under certain requirements, like JJCC, JDAI, and how this would be implemented, how it would change our whole direction, would or would it not. I think there are a lot of questions we need to explore. I don't know the answers. I know there are certain guidelines that we use now. We have the Mission Statement, we have the legal requirement for JJCC, and that means that we would implement this by expanding the JJCC not only community based organizations but someone from each district. You know, I'm just espousing (sic). I think, we need to think through the scenario and see how it would be implemented, and then we would be clearer on its meaning."
While the Commission supported the concept as described, it felt it needed more opportunity to discuss details and thoughts that were expressed at tonight's meeting before taking action. Comm Bonilla moved to send it back the Program Committee for further discussion. Comm Hale 2nd. **The question was called and upon voice vote, passed 5-0.**
(public comments)
There was none.

10. (DISCUSSION) Committee reports
This was tabled until the next full Commission meeting.
    Finance Committee
    Program Committee
    Ad Hoc Committee

Retreat Report
(public comments)

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There was none.

12. (DISCUSSION) Announcements, requests for future agenda items
Comm. Hale spoke about a young lady who recently lost her life. Annie Powell. She was a very active young person, involved in the activities of one of the CBOs supported by the Dept. He asked that the meeting be adjourned in her memory.
Comm Richard asked that some future meetings of the Commission be held in the community.
(public comments)
There were none.

13. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 8:40 pm

In the memory of
Annie Powell

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NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall room 421
1 Carlton B. Goodlett Place
San Francisco, CA 94102
6:30 pm Monday July 26, 2004

(The Juvenile Probation Commission on July 23, at approximately a 9:00 a.m., noticed this meeting as a Personnel Committee meeting for 9 am and sent a cancellation on July 23 at 4:45 p.m. The cancellation should have indicated that the meeting would occur, but as the full Commission, with a revised agenda and at a different time. As of July 23, 2004 at 5:55p.m., this meeting will occur, based on the revised agenda as stated below.)

REVISED AGENDA (as of July 23, 2004, 5:30pm)

1. (ACTION) Roll Call

2. (Public Comment on all matter pertaining to the closed session)

3. (ACTION) Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

    a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
    Chief Probation Officer, Gwendolyn Tucker
    b. PUBLIC EMPLOYEE DISMISSAL: One employee affected
    c. PUBLIC EMPLOYEE APPOINTMENT/HIRING
    Consider recommending names to the Mayor for an acting Chief Probation Officer, who will serve as the department head for the San Francisco Juvenile Probation Department.

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4. (ACTION) Reconvene in Open Session, pursuant to Government Code section 54957.1, and Admin Code section 67.10.

    a. Disclosure of Action Taken in Closed Session
    b. Vote on whether to disclose discussion during closed session

5. . Public comment on all matters under the jurisdiction of the Juvenile Probation Commission.

6 (ACTION) Adjournment

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July 23, 2004

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MINUTES OF JULY 26, 2004 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call
The Chair called the meeting to order at 6:45pm. All commissioners were present at the gavel.

2. (Public Comment on all matter pertaining to the closed session)
Rev Toni Dunbar spoke in support of the Chief

Lleana Hernandez; JH counselor filed a workplace violence incident involving her encounter with Chief Tucker. She said she was going to file suit for harassment. She felt assaulted by the Chief. She was in favor of firing.

A Youth minister who volunteers in juvenile hall. complained that his proposal was denied while the current chaplaincy was chosen, but there is no service given in b5. He charged that the current chaplaincy isn't doing its job.

Jack Duggan, a counselor in juvenile hall (written statement available) spoke in favor of dismissing the Chief. Said it was a unanimous sentiment in the hall for this. Her leadership style is adversarial. She looks at the small things while the big picture is lost.

A community person also spoke in favor of Tucker's dismissal. She (Tucker) has no knowledge of or compassion for the communities.

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Mercy Hernandez Bran, human resources director, JPD, read a memo regarding the gas and fire incidents at LCRS, and charged the dept (the Chief and Asst Chief) with inattention to the danger. She said that Chief Tucker screamed and yelled at her when she attempted to talk to her about this.

Ricardo Miller, former resident at LCRS during the gas leak incident (Dec. 03). He stated that he got a headache from the air pollution. He charged D Sanders (Dir. LCRS) with inattention and fraud for not making the ranch work; no programs, but pretending to promise them to the residents.

Another resident of LCRS during the gas leak, spoke and also complained about how things were not being done at the ranch for the residents. He encouraged Sanders' firing.

Another former resident of LCRS also experienced chest pain and discomfort from the gas fumes. He also criticized Sanders for not operating the place well.

Another resident, not during the gas leak, spoke about his experience at LCRS. He felt cheated because they promised him programs and services, but got nothing. He said he was voted president of the resident counsel, but Sanders tried to keep him from being able to get it. He also asked for Sanders' firing.

Gonzalo Fierro, a counselor at Juv Hall and LCRS said a co-worker got 2nd degree burns because of the gas leak. He accused Tucker and Sanders of lying all the time. He said he observed Tucker tear down the posted agenda (for this meeting) at the Dept, on Friday night, and he asked if she was going to put it back, and she said yes, but he worked that weekend and it never got replaced. He said he has witnessed her doing illegal things (driving) and the other day he witnessed her park in a disabled /handicapped parking space. And when she's challenged, her favorite line is "so sue me."

A chief engineer for the SFFD, formerly an engineer at LCRS: He complained about how the Dept and his supervisor treated him when he was on workmen comp. He got laid off. He said that there are many safety issues at LCRS that go without repair, even after he put it in writing. He referred to a letter from the State that says Sanders committed fraud. He generally complained about the management of the ranch and the dept. and made a comment (unclear on recording) about someone taking money.

Daphne from the Juvenile Justice Commission encouraged the commission to do the right thing.

Gary Thompson, formerly counselor at LCRS. Charged that the then Asst Chief (Tucker) refused to do anything about things that needed attention at the ranch (eg. counselors bringing weapons on the premises),

and was the cause of large settlements from suits brought against the Dept by staff, (est. $450K). He had asked for an audit of the TANF funds and how other funds are spent in the Dept.

A woman (not clearly identified) said she was an advocate for youth and asked the Commission to consider the youth and how they should be treated as human beings in the dept. She gave a metaphor for the problems in the juvenile probation dept, she said, when a team is failing you start by looking at the coaches and then work down. So she encouraged the commission to look at the leadership of this dept, and please consider the requests of the community.

Giselle Garcia, representing a community based org., said it is important to have good policies, and that we need someone from the community who can lead the dept.

Joanna Hernandez, Mission Neighborhood Centers, said that we need to institute change, and if it doesn't happen we need to ask it from the Chief.

Thabiti Mtambuzi, Dir of SPY, opposed the process, saying there hasn't been a performance review of the Chief, so how could it be fair to agendize dismissal at the same time? He said it probably violates some law. He said that the Chief has worked long and hard on the goals of the Dept (he mentioned several areas). He said that there would be chaos if the commission releases the Chief.

Rudy Corpus, a private citizen, said the system isn't working and asked the commission to make the right decision so change and 'corrections' can be made.

NTanya Lee, was troubled that the request by the community to follow a certain process for naming a replacement Chief hadn't been responded to, and asked that when the commission re convenes in open session that they not only report on whatever actions were taken in closed session, but also to publicly name any names being recommended as the replacement. She also encouraged the commission to utilize a national search for someone to lead the dept out of chaos, and forward.

Rick Miner, a counselor at LCR, feels that they are just warehousing there, as there are no programs for the most part. There needs to be real programs there.

Nicole Shaw Owens, former employee JPD, said that the Dept had broken rules and city codes in the way they processed things in the finance division. She said she could speak to the question of misappropriation of funds because she was there when contracts weren't done right, and she refused to sign them. She said that she didn't sign one over the last five yrs. She said there needs to be a change in leadership.

John Knox, supervisor of vocational programs. He opposed the process. He said that the problems here didn't start with this Chief or the past Chief. He said it rests with the Commission to make change. He said the question was when would the Commission step up and deal with problems immediately rather than letting them drag on.

A woman with the SEIU spoke regarding the incidents of safety at LCRS. The employees were exposed to long periods of gas leakage, and felt ill from it. She said things haven't been fixed to this point, and asked the commission to think seriously about what needed to be done to fix the things that are broken in the Dept.

Jose Perla, Director of IT, JPD, read a letter in support of the Chief.

Charlie Walker, representing an organization from Bayview Hunters Point, expressed his concern that the City was firing many high level African American heads of depts. He asked what could he do to encourage the Commission to reconsider the contemplated action.

Another staff and SEIU member spoke of concerns for safety issues brought up. And also opposed the Youth Authority.

Gerard of United Playas, said there is a lack of counselors who have knowledge and experience with the population of youth.

3. (ACTION) Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

   a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
      Chief Probation Officer, Gwendolyn Tucker
   b. PUBLIC EMPLOYEE DISMISSAL: One employee affected
   c. PUBLIC EMPLOYEE APPOINTMENT/HIRING
      Consider recommending names to the Mayor for an acting Chief Probation Officer, who will serve as the department head for the San Francisco Juvenile Probation Department.

4. (ACTION) Reconvene in Open Session, pursuant to Government Code section 54957.1, and Admin Code section 67.10.
   a. Disclosure of Action Taken in Closed Session
      The matter taken up in closed session will be continued to Thurs. July 29 At 3pm. in City Hall.
   b. Vote on whether to disclose discussion during closed session
      The Commission voted to not disclose any of the discussion held in closed session.

5. Public comment on all matters under the jurisdiction of the Juvenile Probation Commission.
   There were none.

6 (ACTION) Adjournment
   There being no further business, the meeting was ended at 10:38 pm

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall room 400
1 Carlton B. Goodlett Place
San Francisco, CA 94102

9:00 am Tuesday July 27, 2004

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AGENDA

1. (ACTION) Roll Call

2. Public Comment on all matter pertaining to the closed session

4. (ACTION) PUBLIC EMPLOYEE APPOINTMENT/HIRING
   Chief Probation Officer, who will serve as the department head for the San Francisco Juvenile Probation Department. Consider recommending names to the Mayor For an acting Chief Probation Officer.

(public comments)

7. (ACTION) Adjournment

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July 23, 2004

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NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 406
Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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6:00 pm Wed. July 28, 2004

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of April 28, and May 26, June 23, 2004 meeting minutes
   (public comments)

3. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Detention Alternatives Initiative update
   b. Budget update
   c. Report on sole source contracts for FY 02-03; FY 03-04

   (public comments)

   **explanatory doc: monthly report for June '04

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5. (ACTION) Approval of the Department's and Commission's Statement of Incompatible activities.
   (public comments)

6. (DISCUSSION) Status report from LCR Director on Log Cabin Ranch operations (Ricci)
   (public comments)

7. (DISCUSSION/ACTION) Review Department selection of fiscal year 04/05 contracts, with possible recommendation for approval.
   (public comments)

8. (DISCUSSION/ACTION) possible recommendation from Program Committee regarding the use of district based juvenile justice plans, as the foundation of the Commission's juvenile justice planning strategy. (Queen)
   (public comments)

9. (DISCUSSION) Reports
   Finance Committee
   Comm Ricci on establishing an Ad Hoc Committee to oversee Workers
   Comp and Overtime issues
   In the Dept.
   Program Committee
   Follow up on Ad Hoc Comm recommendations
   Comm. Stiglich on the status of deputy sheriff coverage at YGC

   (public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION) Announcements, requests for future agenda items
    (public comments)

12. (ACTION) Adjournment

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July 21, 2004

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NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 406
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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6:00 pm Wed. July 28, 2004

REVISED AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of April 28, and May 26, June 23, 2004 meeting minutes
(public comments)

3. (DISCUSSION) Chief Probation Officer's Report
    a. Juvenile Detention Alternatives Initiative update
    b. Budget update
    c. Report on sole source contracts for FY 02-03; FY 03-04
(public comments) **explanatory doc: monthly report for June '04

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5. (ACTION) Approval of the Department's and Commission's Statement of Incompatible activities.
(public comments)

6. (DISCUSSION/ACTION) Status report from LCR Director on Log Cabin Ranch safety issues, with possible action to direct correction of safety issues. (Ricci)
(public comments)

7. (DISCUSSION/ACTION) Review Department selection of fiscal year 04/05 contracts, with possible recommendation for approval.
(public comments)

8. (DISCUSSION/ACTION) possible recommendation from Program Committee regarding the use of district based juvenile justice plans, as the foundation of the Commission's juvenile justice planning strategy. (Queen)
(public comments)

9. (DISCUSSION) Reports
    Finance Committee
    Comm Ricci on establishing an Ad Hoc Committee to oversee Workers Comp and Overtime issues In the Dept.
    Program Committee
        Follow up on Ad Hoc Comm recommendations
    Comm. Stiglich on the status of deputy sheriff coverage at YGC
(public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION) Announcements, requests for future agenda items
(public comments)

12. (ACTION) Adjournment

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MINUTES OF JULY 28, 2004 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 406 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. (ACTION) Roll Call
The Chair called the meeting to order at 6:20 pm. Comms Queen, Chuck, Bonilla, were present at th gavel. Comm Stiglich was in the building but out of the room. Comms Hale and Richard arrived at 6:35pm and 7:10pm, respectively.

2. (ACTION) Review and approval of April 28, and May 26, June 23, 2004 meeting minutes
This item was tabled until all commissioners were present, but ultimately tabled until the next full Commission meeting.
(public comments)
there were none.

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3. (DISCUSSION) Chief Probation Officer's Report
a. Juvenile Detention Alternatives Initiative update

The Chief said that G. Bieringer is on vacation, but had given a written report to the Comm Secretary earlier. She asked that this be accepted as the report. Comm Hale said he was concerned that it was coming down to the time where final recommendations would be made, and how would those changes in process be actuated (in govt. agency partners), and how the Dept will lead this.

He asked about the high number of overrides in the risk assessment. He wanted the Dept to come up with a timeline for how the recommendations would be taken up.

b. Budget update

M Lui reviewed his written report, citing some of the reductions to the budget, mainly in equipment requests. There were also some position reductions. (his report is available from the JPC office)

They are also working on closing out the budget for 03-04, but haven't been able to balance it at this time. "We do at this time expect to balance the budget, and this is the result of many of the budget balancing activities and measures that have been taken by this administration throughout the past fiscal year."

Comm Hale asked why this Dept couldn't do like other counties to, in using their POs as staff in their juvenile halls. He wanted the Dept to investigate this. The Chief asked for the City Attorney to look into this. She said that San Francisco had some very specific limitations. She said POs had worked before in juvenile hall but there was a lawsuit and all those back wages had to be paid, because when you work a certain number of hours you then must be paid overtime. You can't just write them off. And also it has a great deal to do with how the MOUs are written. And therefore that may be the difference between San Mateo and the other areas. She said that was an extremely technical question that they have explored. She said she did know there was history of the lawsuit and having been "hit" with a "lot of" backpay.

Comm Stiglich said that overtime is a question of having good scheduling and adequate staffing so these two aspects certainly might be better managed.

M Lui mentioned that the difference between the counselor and PO pay is about $10k, but the subsidy for POs would not apply for their work in juvenile hall.

He reported a slight improvement in overtime, about 20% compared to an earlier pay period. The workers comp overage was expected to be over half a million, but it actually came in at about 400K.

The Chief reported that TANF ($134 million) is restored in the state's general fund.

c. Report on sole source contracts for FY 02-03; FY 03-04

M Lui: "really don't have any report other than that we prepared a response per the requirements of the City, that there were no sole source contracts in FY 02-03, and FY 03-04. and we did forward off that copy of that memo to the commission."

Comm Ricci: "so you were saying that there is no sole sourcing for …."

Lui: "right, we had no sole source contracts."

Comm Ricci: "I would like to just get some clarification on an item that I've seen in the past about some of these contracts. YGCIC, is that a private or non profit? "

Lui: "I'm going to need to request the assistance of some other staff, possibly of…"

Chief: "Liz Jackson-Simpson can talk about YGCIC."

L Jackson-Simpson:"the Youth Guidance Center Improvement Committee is a 501c3 corporation that was established when the juvenile probation dept was under the juvenile courts. It's been in existence for over 21-22

yrs. And they are one of the providers that is on site and operates our Focus programs, Juvy Java, and our early study program."

Comm Ricci: "ok, so that is a.. are you saying it's a non profit?"

L Jackson-Simpson:"it's a 501c3 non profit corporation."

Comm Ricci: "who heads that...."

L. Jackson-Simpson: "the President of the YGCIC is judge Gyemant."

Comm Ricci: "who's the executive director?" L. Jackson-Simpson: "there is no executive director as it stands now." Comm Ricci:"are you telling that the judge is overseeing that..." L. Jackson-Simpson: "There are some programs operated out of the 501c3, those programs that we indicated, and the Y-TEC programs are also under that fiscal agent." Comm Ricci: "my question is, do we have an employee that is paid by the Dept that runs the non profit." L. Jackson-Simpson: "the non profit is run in partnership with the Dept. It's housed ...and staff,.. within the facilities. They have staff that are paid for out of it, that work for the 501c3, there are teachers from the unified school district that are leveraged against those funding sources, as far as the contracts that are let by the dept...."

Comm Ricci:" Ms Jackson-Simpson, the question I'd like you to answer for the Commission is are we paying for employees from the Dept to run the non profit." L. Jackson-Simpson: "the non profit is not run by our employees. It's run by the Board. Our employees work in collaboration with the 501c3, but all the invoices, the reporting, come from the Board of Directors." Comm Ricci: "my question to the City Attorney is, wouldn't a non profit, that would be a separate entity, right, separate from the Dept?" L. Jackson-Simpson: "yes, a separate entity." M. Baumgartner:"yes, a 501c3 is obviously by definition a separate entity." Comm Ricci: "and how do they get their funding?" L. Jackson-Simpson: "they apply to solicitations by the Dept, and win out in procurement." Comm Ricci: "and that went out in an RFP?" L. Jackson-Simpson: "yes it did." Comm Ricci: "so it is not a sole source." L. Jackson-Simpson: "no it's not." Comm Ricci: "and the YGCIC GED Plus, what are the number kids and utilization?" L. Jackson-Simpson: "at any one time I believe they have a capacity of about 20 kids that can fit in those classrooms. They have 3 classrooms again on our campus, I think they have the capacity of 15-20 young people." Comm Ricci: "but currently are there 20 kids?" L. Jackson-Simpson estimated about 14-15 in the GED program. She said it was one of the most successful GED programs in the county community school system.

Comm Stiglich to M Lui: "when we say there are no sole source contracts for '02-'03 or '03-'04, that is we didn't enter into any during that period." Lui: "that's correct." Comm Stiglich:"so there are existing sole source contracts, previous. There are other existing sole source contracts, correct?" Lui: "I... I am not able to answer that question. I'm sorry, I don't know if there are others, not that I'm aware of."

Comm Hale: "what I would say is,. And I think first, we certainly should get a report back.. but generally our contracts are annual. And so, even if it was a sole source, I can't recall a multi year contract at all. They usually come back, so..: Lui: "to my knowledge, there are none existing." Chief Tucker: "one of the things that I have sought to do to improve the way and change the contracting process is that all contracts, we've worked with the City Attorney's office to make sure that all contracts go out on RFP. We have almost made it a policy that there will be no sole source in the Dept. It gives the community, it gives an opportunity to everyone, rather than sole sourcing. Plus, it's been our policy, it's been the policy under me, and working with the City Attorney's office, that we will RFP everything. And there is a clear, definite process by which we do that. And do the scoring and the recommendations. So because we know how seriously our Mayor is about the approach to contracts, that we have revamped and early on worked with the Mayor's office, I mean the City Attorney's office, to look at how we're going to do business, and to reform if you will any contracts that go out will be RFP." Comm Hale: "there are always reasons, but it's situational. For example, we RFP'd a million dollars for an agency to operate, I believe it was Hidden Valley. We wanted to take a real hard look to see if there was someone out there in the universe that would see the value in Hidden Valley. We received no responses. And as I understand it, when you have that situation you can actually go out and try to pursue a vendor, and I remembered Marine... something.. came to mind, Cornell comes to mind...these are agencies that are running private residential facilities. And that was a situation where sole sourcing was appropriate. If we believe there is a certain need that is not responded to an RFP, then that gives rise to another option. But I believe around the issue of sole sourcing, the process has to be transparent. People have to know that that is what the Dept is doing. Because where we run into trouble is where we are doing our work and we are trying to provide services but then people hear well, that was sole sourced. And they don't know the reasons, there's not been an open discussion, but I believe we should have at our option all of the tools, the problem is making sure that everyone out here knows when we are pursuing it. I believe it's exceptional. I would probably safely say that the hundreds of contracts we've entered into, the overwhelming majority, I would even say in the 90% have been RFP'd, probably even in the 95+%. But I also believe we ought to take a look, and perhaps we ought to see from the time of '96...perhaps to look at what the sole source contracts were during that period of time and how they came about, because I know there's a lot of questions about it. So it makes sense to just take a look at it and see how

those happened.
Comm Richard asked the Chief when they began the policy regarding sole sourcing, during Chief William's term, or when she came onboard. The Chief said when she came onboard they did a review because there was a focus on contracts. She instructed that contracts should be RFP'd. Everyone that came up should be RFP'd to avoid and sole sources. They seriously looked at the ones that could have been considered sole source, and "working with the City Attorney's office, and I do have my memos when we went to.. . so I would have to go back to my memos..ah… our City Attorney was working with us around issues about contracting. And through that communiqué, I made the decision that all contracts, whenever possible should be RFP'd. It decreases the probability of question and concern. It makes the process transparent. And that was the object. To make the process transparent."
Comm Stiglich: "I was not suggesting by asking that there is any particular problem, I'm just think that, for whatever reason, wholly appropriate if someone is the only person who can do it, my understanding is that there are some contracts that are sole sourced. Now be that old or new, be there reason because they are the only people who can 'build a flagpole or whatever', I just want to know what they are." "any contract which was sole sourced, even if the City Attorney thought it was great, there's no problem, I just want to know what they are. If you're telling me there's none, then I'm satisfied with the information, if you're telling me there are I just want to know what they are, that's all."
Chief: "we can certainly go back and, we checked because everybody continues to challenge us… we will go back and check, but to my knowledge currently we have no sole source. I can't speak for those totally in the past." Comm Stiglich: "well, if there's none going, then you're telling me there's none."
Chief: "we will, definitely.. I mean, this was sent around to us 3 times. and at each juncture we came up with the same thing, but I'm willing to go back and check every last one of them. We are in the process, …we have reviewed an existing one that is time for renewal..and we're working with,…see, as the contracts come up for renewal,…"
Comm Stiglich: " if I can just stop you.. see, that's what I'm talking about. as they come up for renewal, then we are not sole sourcing, but that means that there's a contract out there that was sole sourced. I want to know, which ones are out there that were sole sourced. I'm not saying there's anything wrong with that but you're saying that as they come up for review, we're RFP'ing, we doing all those things, but as they come up for review, necessarily means that it exists."
Chief: "what we will do is go back, and see that this Commission gets the information. Now, how far do you want.. you see, I think one of the problems, Commissioners, is that contracting and the rules for contracting have changed and it continues to change, and it's an ongoing process, and an ongoing struggle for the Dept. and we struggle to keep on top of that. We once had a purchasing specialist, she was a supervisor of purchasing and she had the administrative ones. And there were different rules when she was doing them. And we did have sole sources back then. And in my mind's eye, as I kept hearing the rhetoric and the question, it was my decision that everything should go out RFP, _(inaudible)_it is absolutely impossible. So, we will certainly go back, and if you'll define for me specifically what… our response is that '02-'03 and '03-'04, we did not have sole sources, but what I'm going to go back and do, maybe we're talking about how it was processed or something like that, let me, in fact Commissioners, if I could have some time with you and maybe a discussion I would certainly better understand exactly where you're going, because I do understand, and if I have the President's okay, I would like to work with her and get to exactly what the Commission is looking for."
Comm Ricci: " I would highly recommend that because I will make an announcement later on."
Comm Hale: "maybe this might get to it, perhaps, all agencies that have received a sole source because if Commissioner Stiglich, if I was reading you right, I think you now understand that it may have started off as a sole source and then RFP'd. If the question is who received a sole source contract initially, regardless of whether or not they went through an additional RFP process down the road, you want to know which agencies received sole source."
Comm Stiglich: "I can see that it's more complex than I had anticipated. It's just any existing contracts, right now, and again, you've been doing these reviews, so it shouldn't be tough. If you've reviewed any contracts that look sole sourced, that you all reviewed it and this one looks extraordinary, so it's fine, I want to know which one it is." " I don't care if it has already been RFP'd because then it's not a sole source contract."
Chief: "That's the confusion. I think if we look historically, as the contracts…as we started contracting, as the rules began to change, and as we began to gain expertise in what we should be doing, by going and getting training and developing a process, I know the community programs division, I remember it must have been 4 or 5 yrs ago, we were really struggling with contracts and we developed a whole process, we went to get training from the contracts, and we really struggled with were we doing it right. We were not doing it right in some cases, and we have gotten to the point now that I think we're much better with it. That is why some of the contracts initially maybe were let as sole source, or maybe they were even put out…maybe they weren't even sole sourced..but I'm saying to you, I believe historically we didn't do some things right because we didn't know what

we were doing. But we have, on an ongoing basis continued to increase our expertise, and corrected, and get ourselves in a position, especially working with the City Attorney, to understand the requirements, and Margaret, and, if I may, Ms. Morley, have been fantastic as giving us the kind of counsel we need to be in the right place on each contract. In fact, that's the reason why anything we let first goes to the City Attorney. Because I want to make sure they're saying we're in the right place."

Comm Ricci: "so Chief, what you're saying then, and I'd like this for the record, is that every contract for '02-'03 has been signed off by our City Attorney."

Chief: "no no no no. Not '02-'03. I'm talking about this year. As we go up for RFP, and once the process is gone through, once we did an inventory of what was to happen, who was up for renewal, we worked with, early this year, and I can't remember the dates exactly, we were with the City Attorney's office and looked at what our contracts should look like, what the process should be, and what the issues are. And what were the changes in the processing that we needed to adapt ourselves to, so that we would..... if you will remember, in October, we had, I had just come onboard, we had, a really problem with contracts. That's when we atarted working with Margaret around what needed to be done. We cut, ah, we... because of budget reductions, we had, we made reductions on the contracts. Well those contracts had to be modified. That was something we didn't know how to do. Not at the level of the way we did it. And there's technical stuff, so we went, and what our City Attorney was able to say was ' no you need to do it this way, you need to do it that way'...wording, and those kinds of things. So we've been working very closely with the City Attorney, and it is a learning curve, and I would be the first to admit in this Dept, our history, we did some violations, I'm going to say that. My focus has been to work with the counsel of the City Attorney so that we will not be at any juncture at a point that we have what may be considered illegal, incorrect, or any concern about. So, that's what I have been working with, and Comm. Stiglich, I will be very glad to share any information, because it's another learning process for me.

Comm Hale:" one of the things I recall when there was a discussion back in a day about sole sourcing was that there's a number of sign-offs by city depts., even the ethics commission I believe has to take a look at... which commission is that, that takes a look at the sole source?....as well as the city attorney, so for me, particularly because they said sole sourcing is something we don't like in the city, that there were these checks and balances. So I was always comfortable in terms of any sole sourcing that was ultimately approved. Now were these technical violations, these improper whatever, I think we ought to know, because we have not been reported, as I recall, it has not been reported to this commission what those types of missteps were. Or the contracts that it applied to. And I think we ought to know. The community needs to know, because no one, I don't think has anything to hide. And if there are mistakes, and I appreciate the Chief's comments, and we should know, and clear it up and not let it happen again."

Comm Richard asked for an explanation of how sole sourcing worked.

Comm Hale: "a sole source really is when there is a particular service that we looking for that can only be handled by a select group. Let me give you Pride as an example. The rationale behind Pride was that there was a organization back east that received recognition from Harvard government school about how effective this particular model was. And the Chief, then, Jesse Williams presented that information to this..... introduced it into this process, these check offs, why perhaps the city attorney may ask those questions, why is this being sole sourced, what is it about this service you're saying can't be provided by any other agency out there, and then it goes down that list. Now in terms of actual steps, because I know there are a number of steps, a check off before a sole source contract is approved by the city, but the genesis, what starts it off is that there is a allegation (that's a legal term), but there is a proposition that this particular service can't be provided by anyone else. For example I used with Hidden Valley. Now as I recall, and there's a difference, we can take a look at that, as I recall there were no responses because a million dollars wasn't enough. Even Cornell, once they went in there because they were actually very aggressive, they sent their staff out here, they went out there, they drew up all kinds of plans, bedspace, how much they would have to charge, how much they wanted the Dept to put in, in order to make it feasible. And they finally said, 'we can't do it.' And so that's why we don't have anything going on at Hidden Valley because no one could take on that project. But that's what starts it off, and then there's a number of steps, and I remember that Ms. Jackson, ...was it the city attorney that did the actual training on the sole sourcing process, to make sure our dept......"

Comm Richard: "So, are the sole source contracts presented as sole source contracts to the city attorney, or are they just presented as just a contract needing to be signed off?"

Comm Hale: "oh no..its sole sourced, when they come to the city attorney I'm sure they're sophisticated enough to know, well 'you're not coming here with an RFP process', that's not part of what they do...."

Comm Richard: "that's what I'm saying...is the contract going to the city attorney with sole sourcing on top of it, or is it just going to the city attorney as a contract just needing to be signed off. That's what I'm asking."

Margaret Baumgartner: "When it comes to our office there is no difference between a contract that has been sole sourced or not sole sourced."

Comm Richard:"so you don't know?"

Baumgartner: "well, I often inquire, but the surface of the contract does not indicate whether it has been sole sourced or not."
Comm Hale: "well... that raises a question for me, then. Is there a specific review process or do all contracts, because now I'm getting.......this would be new for me, if all the contracts go through the same review process then I'm a little bit more concerned that there needs to be some distinction, but I always thought that a sole source contract had a certain check off that's different than all the other contracts that go through RFP process."
Baumgartner: "the human rights commission has to approve a sole source contract. They have to prove that the contract is a sole source contract."
The Chief: "our expert is Liz Jackson-Simpson, and if you would entertain, perhaps she could answer some of your process questions."
Comm Stiglich: "...I didn't mean to pop open this whole can. My question was a pretty simple question, before we get through this, is there a problem, or a problem with one contractor, you're talking about specifics, are they any that exist right now? If there are, then we can take a look at them because we know that now as new contracts come up, we're throwing them through the process, or we should be, so that's all. I don't want people to feel defensive or attacked by this. It's just information that we should have. If there are any, it shouldn't be hard..., but I still don't know if there are any."
L. Jackson-Simpson: "there are none in the community programs division." "and there is a process, I think when I started 3 yrs ago, I walked the commission through the contracting process, both when there's a procurement and when there's a sole source, 'cuz this is an age old concern. There are many checks and balances as the city attorney indicated for sole source contracting. We cannot make a move on a sole source contract if indeed there is.. and last year there was an added step in that it had to go through the Mayor's budget office before we could even put through a personal service contract to the civil service commission, with a contract we had secured, we had to demonstrate all the steps. For sole source contracts we have to get approval of the Commission, then it goes before the human rights commission, then it has to go to the civil service commission, city attorney, purchaser's office,... all of those steps and checks and balances have to be done before we can let a sole source contract out. And the current Mayor is very particular and stringent about sole source contracting happening. So we have been very diligent to ensure that contracts that we currently let are going through a procurement process."
Comm Stiglich: "and that's for the community based agencies?" L. Jackson-Simpson: "yes, I can speak for those."
Comm Stiglich: "so, now I know that in your area there are no sole source contracts. Am I to leave here and understand that in the Dept there are no existing sole source contracts?"
L.Jackson-Simpson:" in the Dept it was reported that there are none."
Comm Stiglich: "...in the whole Dept?"
The Chief: "exising now?" Comm Stiglich: "yes" (silence)
The Chief: "I need to, and you know... I assure you...and I would really like to.. we're talking about.. we do have some other, you know, other than community based.. those I want to go back and review...I absolutely want to do that...."
Comm Stiglich: "where I thought I started was are there any existing sole source contracts in the Dept."
M. Lui: " I think I'm... the Chief had mentioned she'd be happy to go and look through that and review all our contracts one by one to see if indeed there are any."
Comm Stiglich: "the answer is, we don't know right now?"
M Lui: "yeah, we didn't prepare to answer that question in the context that you are asking it. In terms of reported sole source contracts for 02-03, 03-04, there are none."
The Chief: "also what we would be willing to do in a learning process is, because it was a learning process for us, commissioner, is if you would like to go over them with us, and then we could address your questions and maybe give you a historical perspective. We'd be very glad to do that."
Comm Stiglich: "well, I'm always happy for information, but I know what sole source contracts are. And in other capacities, other lifetimes, I sued the city over sole sourcing, and I know sometime we need them, but the bottom line is, competition is good, it's public money, and if you're not putting it competitively out there, you're not getting the best price, and then it's stealing. ......I thought I asked a simple question, and clearly it is much more complex than I ever imagined. Are there any existing sole source contracts. It's clear that nobody can answer that for me tonight, although I know for community, there are not, thank you. But I would like to know. that's all."
The Chief: "and I agree with you. And that is the reason why I made the kind of mandate I made. So as I said, perhaps we can work together and then you will probably be educating us as well."
Comm Hale: "I'm now having some real problems, because if in fact sole sourcing has to go through we additional check offs, then we should have a sense of whether or not there are some administrative ... you know, on the administrative side, because, that's what I'm checking. A lot of attention has been directed at

community programs so I understand why you have a good grasp on what's been sole sourced or not. I think you should have a sense of whether or not, you know, whether it's, I believe Comm Stiglich was getting to it, if we're sole sourcing to a company to provide the soap on the units, if it's to provide whatever, we should have some sense, there's one or two out there……we may not have all the details, but I would hope the staff should know or have some sense of sole sourcing contracts that have gone through these additional check offs. I know none have come before the Commission for approval. I can't recall the last sole source that we've stamped so please somebody give me a little information on is it your sense that there are none, that you want to go back and check, and I'm talking about throughout the entire dept, or do you really just not know and somehow there's a process that may be ongoing that, ie, not come to this Commission, for sole sourcing, and somehow they're getting approved. … I don't see how this can happen, but please tell me….you guys don't have a sense of whether we have them or don't?"

M lui: "well, operationally, we have materials and supplies a great deal, and the largest budget is for food. We do use the 'city blanket', we're required to use the 'city blanket' to do our purchases, and in fact we do use them and have used them for many many years since before I came onboard. So I know definitely that that expense is going through the city blanket. Our copy machines are all under the city blanket and the city blanket allows us to use several vendors, but we chose the best one we thought would provide us good service at the most reasonable price. And ….I'm trying to think of some of the others…….. the Dept is one of the so called Prop Q depts. where we have the authority to purchase up to $5K in years past, now it's been upped to $10K.on a single order, and we don't have to have a contract, it just needs to be a city vendor, so that can be done, but those are much smaller expenditures. The big one by far and large is food, also our office supplies there are two city vendors….. and that is a city blanket." …. "we do go through a post audit every single year by the Controller's office and they review to see that we comply with all these requirements. If we do not, on a regular basis, for example with the Prop Q requirements, they can take that away from us and make us go through purchaser for every little purchase. We're not perfect. We have had significant reduction in number of staff, as you may know, so there are errors from time to time where we might not totally follow all of the procedures, but for the most part, we do use city vendors and city blanket. That's the first thing, if there's a city blanket, you must use them. Another big area of purchase is computer supplies, materials and supplies. We have to use city vendors….. so we are covered in that sense. I don't know of any sole sources in those areas. I'm very confident that in those areas we don't have any."

(public comments)

There were none.

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Fia Carla Valentino, Office of Samoan Affairs, expressed concern over not being recommended for renewal of funding. She spoke about their involvement with the County Community Schools to serve many youth who were falling between the cracks. She spoke about the need to work with families too. She encouraged them to re visit her contract

5. (ACTION) Approval of the Department's and Commission's Statement of Incompatible activities.
Comm Stiglich moved to approve the two statements. Comm Queen 2nd. The question was called and upon voice vote, carried 6-0. Comm Bonilla was excused from the meeting so did not vote.
(public comments)
There were none.

6. (DISCUSSION/ACTION) Status report from LCR Director on Log Cabin Ranch safety issues, with possible action to direct correction of safety issues.
D. Sanders reviewed a step by step process that was followed during the two incidents reported earlier (the gas leak and fire). He said that in each case, all proper actions were taken that complied with the policy and procedure manual in effect.
Comm Hale asked Sanders to review the public comments from the July 26 Commission and respond to them at the next meeting. Sanders said that he has a meeting with the City Attorney on an issue, which could have been a basis for some of the those comments.
Comm Stiglich asked about the safety of Hidden Valley for staff using it as an overnight stay. Comm Hale proposed not allowing LCR staff to stay there, until a full review of HVR for safety and supervision issues was done.
The Chief said that it is her understanding that the areas that are condemned are beyond access, but where the staff stay there are no problems. She said that maybe they should do a re assessment of the area to reach a new conclusion regarding its safety. She said that the areas where there are problems are chained off. There's no access to them.
Comm Stiglich continued to express her concern for the safety and asked the Dept to reconfirm the safety of all

so that there are no problems or injuries.
Comm Queen agreed and didn't think it was really safe. He agreed there needs to be a very serious re assessment of the whole operations.
(public comments)
There were none.

7. (DISCUSSION/ACTION) Review Department selection of fiscal year 04/05 contracts, with possible recommendation for approval.
Comm Ricci announced that under advisement from legal counsel, there would not be any action taken on the contracts tonight. There are questions that the Commission hasn't had the opportunity to get answers to, so this will be tabled until a later time, and if needed, a special meeting will be called to take action on the contracts.
(public comments)

8. (DISCUSSION/ACTION) possible recommendation from Program Committee regarding the use of district based juvenile justice plans, as the foundation of the Commission's juvenile justice planning strategy.
Comm Queen reviewed that this resolution was presented at the last commission meeting, and was asked by other commissioners (Bonilla and Hale) to give some examples of what exactly this meant. Comm Queen commented that he reviewed this and set it against the "mandate" of the City's Admin Code, which does instruct Depts to involve the community in their strategic planning and budget preparation. This resolution just carries that principle further by more clearly identifying how the community can be involved –see the added language. This expanded resolution was presented at the Program Comm. where Comm Stiglich had some issue with the language. Finally the Committee agreed to move both forward for the full Commission to review and action, but that he was recommending the adoption of the resolution language as he submitted it. Comm Chuck 2nd for the purpose of discussion.
Comm Bonilla asked how this would be implemented.
Comm Queen reiterated that this follows in the steps of the City Admin Code, but suggests ways of doing what the Code says must be done.
Comm Stiglich questioned whether the code requires or encourages the involvement that Comm Queen says it does. She reviewed that the original language included the words "will use and participate in"...seemed to suggest changing the way business was done. She offered the word "support" is sufficient to indicate that the Commission prescribes to the concept and principle of district based planning. She felt there already are means by which the community can be involved in the Dept's planning. Possibly having more Commission meetings in various communities could improve this involvement. She noted that in the short time she's been on the Commission there has not been a lack of seats at the table for interested parties to come and speak. Maybe there should be more outreach to get people to the table. She felt that adding more process to the existing forums would be problematic (with the numbers of meetings already occurring on many levels). That is why she suggested the revised language.
Comm. Bonilla repeated that he was supportive of the principle.
Comm Chuck questioned the words "all stakeholders" and asked who these were. He thought it was too nebulous.
Comm Stiglich said that the difference between her suggested language and the original doesn't really change anything. They both indicate the Commission supports the principle and that it is a good thing, and the Dept will use it and support it.
Comm Hale said he did not support her version. He said the community doesn't come because they don't see their input being acted upon. He said that they are not integrated into the process of how the Dept does business, plans. He gave JDAI as an example, where only now there's an array of community members who didn't exist before JDAI (this due to them seeing the changes in the Dept's structure). This wouldn't have happened if they didn't make JDAI the driving policy for the Dept.
He said Comm Stiglich's version was (as she stated) more "fluff."
Comm Queen said that he was not getting hung up on the language (wording). He didn't think the wording (either one) was fluff. He merely wanted to make it clear that the Commission and Dept will abide by the Admin Code's language that the Dept "shall" do those things mentioned. This resolution further examples what can be done to accomplish that. It codifies it at a point in time.
Comm Stiglich commented that she didn't want to set up expectations and obligations that might not be reachable.
Comm Bonilla suggested adopting Comm Stiglich's version and setting up an Ad Hoc to go over the plan to see how it would work.
Comm Bonilla offered a friendly amendment to Comm Queen's motion, to add setting up an Ad Hoc Committee on the implementation of the resolution. The question was called and upon voice vote, was approved 5-1, with Comm. Stiglich voting nay. (Comm Richard not present for the vote).

(public comments)
Fia Carlo Valentina, Office of Samoan Affairs, was very supportive of this resolution. She invited the Commission to come out to her community. She offered to host the meeting.

9. (DISCUSSION) Reports

Finance Committee

This will be tabled until next full Commission meeting.

Comm Ricci on establishing an Ad Hoc Committee to oversee Workers Comp and Overtime issues In the Dept.

Comm Ricci asked Comm Stiglich to chair this committee, with Comms Queen and Hale as members. It will report to the Finance Committee, which will also be chaired by Comm Stiglich.

Program Committee

Follow up on Ad Hoc Comm recommendations

Comm Queen reported that these would be worked up and be ready for presentation at the next commission meeting. He also reported that the Committee approved asking the full Commission to initiate a complete fiscal and programmatic audit of the Dept's operations.

Comm. Stiglich on the status of deputy sheriff coverage at YGC

Comm Stiglich would report back on this at the next commission meeting.

(public comments)
There were none.

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

11. (DISCUSSION) Announcements, requests for future agenda items
Comm Hale asked about a time to set the retreat. A possible date was in mid August, or early Sept. with two areas to be discussed: programs and finances. He asked that committee chairs come up with issues they think should be considered. It is a public meeting and needs to be posted 15 days in advance.
Comm Ricci asked the Dept to provide more detail on the Ark of Refuge and whether it was a sole source.
(public comments)
There were none.

12. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 8:55pm.

NOTICE OF CONTINUATION OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall room 400
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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3:00 pm Thursday July 29, 2004

(This meeting, originally convened on Monday, July 26, 2004 at 6:30 p.m. has been continued to Thursday, July 29, 2004 at 3:00 p.m. The Commission has already received public comment under Agenda Item No. 2, and no further public comment on the closed session item will be received. The Commission will continue with the closed session under Agenda Item No. 3 before proceeding to the other agenda items.)

AGENDA

1. (ACTION) Roll Call

2. (Public Comment on all matter pertaining to the closed session)

3. (ACTION) Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

   a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
   Chief Probation Officer, Gwendolyn Tucker
   b. PUBLIC EMPLOYEE DISMISSAL: One employee affected
   c. PUBLIC EMPLOYEE APPOINTMENT/HIRING
   Consider recommending names to the Mayor for an acting Chief Probation Officer, who will serve as the department head for the San Francisco Juvenile Probation Department.

4. (ACTION) Reconvene in Open Session, pursuant to Government Code section 54957.1, and Admin Code section 67.10.
   a. Disclosure of Action Taken in Closed Session
   b. Vote on whether to disclose discussion during closed session

5. Public comment on all matters under the jurisdiction of the Juvenile Probation Commission.

6 (ACTION) Adjournment

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July 27, 2004

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MINUTES OF CONTINUATION OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION, JULY 29, 2004.

held at City Hall room 400 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

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1. (ACTION) Roll Call
   The Chair called the meeting to order at 3:24 pm.

2. (Public Comment on all matter pertaining to the closed session)
   Bill Johnston, Asst. Chief Probation Officer, spoke regarding the two incidents of gas leak and fire at Log Cabin Ranch and said that if there is anything actionable in those two events, it should be toward him as he was in charge on both occasions, and Chief Tucker was out of town, first in Africa on vacation and then at a meeting with the Casey Foundation. He went on to praise her for working hard on the job. He said he's never seen any chief work as hard at the job as she does.

   Maria Luna, a former employee of the Juvenile Probation Dept presented a folder of materials to the commissioners, but after perusal by Margaret Baumgartner, they were returned to Ms Luna without the Commissioners viewing the contents. Ms. Baumgartner felt some of the documents were inappropriate as they related to personal personnel info, which might expose the commission and city to legal challenges.

   Ms. Luna went on to complain about how she was treated during her employ in the Dept, while on light duty due to workplace injury, such as her cramped office space.

   Sululagi Palega, community advocate, said that there needed to be a new direction in the Dept, with someone who is familiar with the community, and is recognized as someone who understands and cares. He advocated for a local leader vs someone from somewhere else. He also emphasized the need for a Dept audit.

   Omar Khalif, Ombudsman for juvenile hall and Log Cabin Ranch. He encouraged the Commission to show some compassion toward the Chief. He said everyone needs to re-evaluate the process before proceeding.

   Gabe Calvillo, PO. supported the Chief.

   Melissa Leong, a probationer, said everyone deserves a second chance. (re. the Chief).

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3. (ACTION) Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:
   a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
      Chief Probation Officer, Gwendolyn Tucker
   b. PUBLIC EMPLOYEE DISMISSAL: One employee affected
   c. PUBLIC EMPLOYEE APPOINTMENT/HIRING
      Consider recommending names to the Mayor for an acting Chief Probation Officer, who will serve as the department head for the San Francisco Juvenile Probation Department.

4. (ACTION) Reconvene in Open Session, pursuant to Government Code section 54957.1, and Admin Code section 67.10.
   a. Disclosure of Action Taken in Closed Session
      The matter has been continued to August 10, 2004, at the request of the Chief and her counsel.
   b. Vote on whether to disclose discussion during closed session

The Commission voted not to disclose the discussion in closed session.

5. Public comment on all matters under the jurisdiction of the Juvenile Probation Commission. Gonzalo Fierro, expressed his disappointment that the Commission did not act on the dismissal. He then said he didn't appreciate that "kiss" Comm. Hale gave him. And accused him of being the Chief's biggest proponent, and being as corrupt as she.

NTanya Lee, asked if the Commission could re state for clarity what was going on in the process because the public should know at what stage this is at, whether a decision has been delayed or what.

Rich Perino, PO, an individual, said that it is clear and obvious that when a public official no longer receives the support of the powers that be or the "stockholders" then it's time to go. He said he discovered that the reason this Dept wasn't getting requisitions for temporary hires to alleviate the OT problems, that the Mayor's Budget Office and Controller didn't have any confidence in the administration to effect a savings. He hoped the Commission would bring in a new Dept head and we could move forward.

Mercy Hernandez Bran, read the Mission Statement of the Dept. and said that public comments in previous meetings have shown that the Dept isn't fulfilling its mission. She faulted the administration for understaffing, workers comp, and mishandling of money. She said there needed to be an audit of the TANF monies.

Norman Cromartie, a counselor, complained that there are a lot of problems at juvenile hall, some of them swept under the rug. He said there are no effective managers there. The problem is not just Chief Tucker.

6 (ACTION) Adjournment
There being no further business, the meeting was adjourned at 5:20 pm.

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall, room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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11:00am, Tuesday August 24, 2004

AGENDA

1. (ACTION) Roll Call

2. Public Comment on all matters pertaining to the closed session.

3. (ACTION) Convene in closed session pursuant to Government Code section 54957(b) and San Francisco Administrative Code Section 67.10(b), to consider:

    a. PUBLIC EMPLOYEE DISMISSAL.

4. (ACTION) Reconvene in Open Session

    a. Disclosure of action taken in closed session pursuant to Government Code section 54957.1(a) and San Francisco Administrative Code section 67.12(b).

    b. Vote on whether to disclose discussion during closed session pursuant to San Francisco Administrative Code section 67.12(a).

5. (ACTION) Adjournment

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August 20, 2004

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SF Docs

From: Don Chan [Don.Chan@SFGOV.ORG] **Sent:**Fri 8/20/2004 5:38 PM
To: bfisher@huckleberryyouth.org; Board.of.Supervisors@SFGOV.ORG; Colleen Montoya; david.mauroff@SFGOV.ORG; dcoleman@huckleberryyouth.org; Dawn Kamalanathan; volauxygc@aol.com; gbieringer@sftc.org; SF Docs; Greg Mendiola; Ida Miranda; jfithia@muse.sfusd.edu; john.radogno@SFGOV.ORG; katkinson@bhnc.org; katherine.weinstein@SFGOV.ORG; lmiles@muse.sfusd.edu; margaret baumgartner; mkemper@cccyo.org; marynella.woods@SFGOV.ORG; Margaret Brodkin; nlee@colemanadvocates.org; wcalomiris@cccyo.org; ymac@colemanadvocates.org; carols@sfsu.edu; abojorquez@instituto-sf-ca.org; great2468@aol.com; fiona.chan@mingpaosf.com; Becca George; jduggan@earthlink.net; nancy@lfagroup.com; dgallagher@cccyo.org; khalif_4@pacbell.net; John.Knox@SFGOV.ORG; bgee@huckleberryyouth.org; donek@burnsinstitute.org; ginas@sfsu.edu; bbicknell@cccyo.org
Cc:
Subject: August full Commission meeting canceled
Attachments:

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cancelled

Friends,

the August 25th full Commission meeting will be re scheduled for a later date.

sorry for any inconvenience this may cause you.

– San Francisco
– Juvenile Probation Commission
≡ Agenda
≡ cancelled

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 263
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Wednesday, September 1, 2004

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AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval July 28m 2004 meeting minutes (public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Program Committee of the Juvenile Probation Commission

4. (DISCUSSION/ACTION) Review and possible action on Program Committee's recommendations regarding contracting with the following CBOs for FY2004-05.

Pre-Placement Shelter		
SF Boys & Girls Home	Pre-Placement Shelter	$250,000
Status Offender Shelter Program		
Huckleberry Youth Services	Shelter	$444,975
Chaplaincy		
Ark of Refuge	Chaplaincy	$65,000
Intensive Home Based Supervision Services		
Samoan Community Development Corporation	IHBS	$80,000
Instituto Familiar de la Raza	IHBS	$80,000
Com. Youth Ctr.	IHBS	$80,000
Morrisania West	IHBS	$80,000
BVHP Foundation	IHBS	$80,000
Potrero Hill Nabe	IHBS	$80,000
Substance Abuse Assessment Services		
Walden House	Substance Abuse Assessment Services	$50,000
Mentoring		
YWCA	Mentoring	$70,000
Peer Counseling		
Potrero Hill Nabe	Peer Counseling	$65,000
Home Detention		
Mission Nabe Ctr.	Home Detention	$260,000
total		$1,774,975
TANF Programs		
AARS/Straight Forward Club		$ 25,000
Bernal Heights Neighborhood Center-		60,000

CA Community Dispute Srvs.	75,000
CARECEN	100,000
Center for Criminal & Juvenile Justice	99,737
Center for Young Women's Development	50,000
Community Works -- Roots	63,000
Edgewood	100,000
Family Restoration House	70,000
Girls 2000	100,000
Instituto Familiar de la Raza	50,000
Khalif, Omar	45,000
Mission Neighborhood Centers	50,000
Performing Arts Workshop	100,000
Samoan Community Development Center	70,000
Special Services for Groups - OTTP	100,000
United Way/Girls Justice Initiative Inside Mentoring	25,000
Urban Services YMCA	50,000
YGCIC Focus I & II	158,000
YGCIC GED Plus	55,000
YWCA – FITS	98,000
Totals-TANF Service Providers	$1,543,737

(public comments)

5. (ACTION) Consideration of approving contract for services, with Brothers Against Guns, in the amount of $80,000.
(public comments)

6. Public comment on any matter within the subject matter jurisdiction of the Programs Committee of the Juvenile Probation Commission

7. (ACTION) Adjournment

** Explanatory documents: Copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, can be examined at the Commission office by August 30. Please call the office to make arrangements.)

August 27, 2004

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

revised

NOTICE SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
to be held at City Hall room 263
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

5:30pm Wednesday, September 1, 2004

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval July 28, 2004 meeting minutes (public comments)

3. (DISCUSSION/ACTION) Review and possible action on Program Committee's recommendations to award contracts to the following CBOs for FY2004-05.

Pre-Placement Shelter		
SF Boys & Girls Home	Pre-Placement Shelter	$250,000
Status Offender Shelter Program		
Huckleberry Youth Services	Shelter	$444,975
Chaplaincy		
Ark of Refuge	Chaplaincy	$65,000
Intensive Home Based Supervision Services		
Samoan Community Development Corporation	IHBS	$80,000
Instituto Familiar de la Raza	IHBS	$80,000
Com. Youth Ctr.	IHBS	$80,000
Morrisania West	IHBS	$80,000
BVHP Foundation	IHBS	$80,000
Potrero Hill Nabe	IHBS	$80,000
Substance Abuse Assessment Services		
Walden House	Substance Abuse Assessment Services	$50,000
Mentoring		
YWCA	Mentoring	$70,000
Peer Counseling		
Potrero Hill Nabe	Peer Counseling	$65,000
Home Detention		
Mission Nabe Ctr.	Home Detention	$260,000
total		$1,774,975

TANF Programs	
AARS/Straight Forward Club	$ 25,000
Bernal Heights Neighborhood Center-	60,000
CA Community Dispute Srvs.	75,000
CARECEN	100,000

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Center for Criminal & Juvenile Justice	99,737
Center for Young Women's Development	50,000
Community Works -- Roots	63,000
Edgewood	100,000
Family Restoration House	70,000
Girls 2000	100,000
Instituto Familiar de la Raza	50,000
Khalif, Omar	45,000
Mission Neighborhood Centers	50,000
Performing Arts Workshop	100,000
Samoan Community Development Center	70,000
Special Services for Groups - OTTP	100,000
United Way/Girls Justice Initiative Inside Mentoring	25,000
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YGCIC Focus I & II	158,000
YGCIC GED Plus	55,000
YWCA – FITS	98,000
Totals-TANF Service Providers	$1,543,737

(public comments)

5. (ACTION) Consideration of awarding contract for services, to Brothers Against Guns, in the amount of $80,000.
(public comments)

6. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

7. (ACTION) Adjournment

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August 27, 2004

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

MINUTES OF SEPTEMBER 1, 2004 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall room 263 1 Dr. Carlton B. Goodlett Place San Francisco, CA 94102

1. (ACTION) Roll Call
Comm Queen, called the meeting to order at 5:40 pm. Comms. Chuck, Stiglich, Hale were present at the gavel.

2. (ACTION) Review and approval July 28, 2004 meeting minutes
The minutes were approved as written.
(public comments)
There were none.

3. (DISCUSSION/ACTION) Review and possible action on Program Committee's recommendations to award contracts to the following CBOs for FY2004-05.

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YGCIC GED Plus	55,000
YWCA – FITS	98,000
Totals-TANF Service Providers	$1,543,737

Comm Queen asked L. Jackson-Simpson to review the contract/grant process. She recounted the timeline for RFPs and review/selection.
Comm Chuck asked what the rationale was for de-funding some previous providers. L. Jackson-Simpson said that there was a review process with scoring, and they also look at current community status to see where services are needed.
Comm Chuck asked specifically about the Vietnamese Youth Development Center, which is not being offered a grant. This would result in no services to the Cambodian community, which is growing in involvement in the system.
L. Holmes agreed that they should be funded, but said there's not enough money.
Comm. Chuck asked if the de-funded programs would be prioritized for possible support if money became available. Holmes said yes. He said that VYDC did have a continuing contract with MOCJ for about $40K.
Comm Hale brought up the idea of set asides in the pot of money for these kinds of situations when the grants were done, to see if gaps existed that could be covered with the set asides.

He further said that while he didn't think the Dept should unilaterally support the work with status offenders, he thought the contract should not take such a single large hit, rather a graduated reduction, (eg. 10%) and that efforts are made to find funding elsewhere.

He suggested only increasing IHBS contracts by $10K not $15K, and reducing home detention. He also recommended raising the amount for peer counseling.

Comm Queen felt that the emphasis from JDAI has been to bring more services to intervention, like the IHBS programs. L. Holmes agreed. The mission of the Dept says as much.

Comm Queen asked what would be needed to have a fully functioning IHBS service. Holmes said that even at the current level of funding, these programs are under funded.

L. Jackson-Simpson said no yardstick for funding has been established by JDAI.

Comm Hale asked what the impact will be with the decreases he suggested.

Holmes said they would probably increase their caseloads by 5 kids, in IHBS. Home Detention is always full.

There was a short discussion regarding services to those youth who do not receive CARC services if Huckleberry isn't available. There was a distinction made between pre and post dispositional youth.

The impact on services will be that many of the ideas and initiatives talked about in various bodies (JDAI, Ad Hoc Committees, etc.) won't be possible if CBO capacity isn't improved.

Comm Queen recounted that at the Program Committee he asked the Dept to look at finding other possible sources of support for the Huckleberry contract, explore expansion of Huckleberry's services to the Dept under this contract, and also to look at the communities impacted by the reduction to see if there might be resources which can take up the slack. He gave an example of the RAP collaborative which could be tapped in case such cutbacks were to hit the Mission.

He thought the immediate questions were how can more money be directed to those services like IHBS, and other interventions, and how can CBOs become involved with some of those youth who otherwise go to Huckleberry, and thus reduce the load on Huckleberry.

Comm Chuck moved to approve the recommendation made from the Program Committee.

Comm Hale asked to separate #022 (Bayview Hunters Point Foundation) from this motion.

The question was called and upon voice vote, carried, 4-0.

Comm Queen repeated that he is serious the Commission will start taking a look at how it allocates its resources.

The vote on the Bayview Hunters Point Foundation grant had to be tabled for the lack of a quorum of Commissioners necessary to vote on it.

(public comments)

Tracy Brown, Mission Neighborhood Ctr, said they are willing to discuss with Huckleberry and VYDC to see how they can help serve any of the youth that would not be served by those two due to the cuts.

She also encouraged the Commission to request MOCJ and DCYF use some of its add-back money to possibly fund these two organizations.

She also encouraged the Dept to expedite the contracts so they can get paid.

Denise Coleman, Huckleberry, echoed what Tracy said. She stated that the services of Huckleberry are in line with those discussed in the JDAI.

Comm Queen asked what the situation with the Dept's request of MOCJ and DCYF was. L. Jackson-Simpson said the request for support of those CBOs de funded by the Dept, was made, and became a part of their (MOCJ) proposal to the Mayor, but no information has come back about it.

Bruce Fisher, Huckleberry, agreed with the comments of the Commissioners. He thanked them and reiterated that he didn't intend to have money taken from others to fund Huckleberry.

Maria Su, Exec Dir. VYDC, reminded the commission that as part of the JDAI, VYDC provides the only culturally competent and language appropriate services to the Southeast Asian population –specifically Cambodian—and asked who would take up this slack.

Kevin Kamiya, case mgr at VYDC, said that with the cut of his position, added to the loss of a similar one in the SOMA Youth Ctr, two communities would not be served.

John Osaki, Exec Dir of JCYC, referred to a report of the Asian Pacific Islander Youth Advocacy Network, strongly objected to the de funding of VYDC. He said that Cambodian youth have the highest

rates of adjudication in the City.
Fia Valentina, Office of Samoan Affairs, said that their services will close because of this de funding, and hoped the Commission will not take away from other organizations. She also spoke about the County Community Schools of the SFUSD, and how they needed more support because they serve the youth of this Dept.
Edward Hatter, Exec Dir of Potrero Hill Neighborhood House, said that the proposal to cut $5K from their contract was unacceptable.
Henry Medina, case mgr Instituto Familiar de La Raza, said that the cuts were impossible.
Alfredo Bojorquez, Instituto Familiar de La Raza, said that his agency has not received payment for services provided in May and June, and this was unacceptable, as are the suggestion of cuts to the upcoming contract. He said there needs to be an explanation for why services to an entire community were cut off (VYDC's contract), and why the Dept was again in arrears in payment.
He also encouraged seeking money from MOCJ/DCYF to keep VYDC's services going. He also said the Dept should go to a 2 yr funding cycle so that interruptions to service aren't as frequent as they have been.

5. (ACTION) Consideration of awarding contract for services, to Brothers Against Guns, in the amount of $80,000. Comm. Queen moved to approve awarding this contract. Comm Chuck 2nd.
Comm Hale reflected on a story regarding conflict of interest, and said that this topic was the same issue. He is satisfied with the legal opinion given by the City Attorney.
The vote was called, and upon voice vote, the motion carried 4-0.
Comm Queen commented that he had read the evaluation in the PrIDE report regarding BAG, and was impressed with their work. He apologized it took so long to approve the contract.
(public comments)
Tracy Taper, Development Director, BAG, introduced BAG staff: Roselyn Womack, Clinical Supervisor,; Michael Texada, Chico Wells, case managers; Denice Smith, Peneva Hamilin, and spoke about some of the other services/programs they operate.
Bill Johnston, JPD, spoke in support of the contract.

6. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Shawn Richard, announced to the public that he is no longer a commissioner, but would be working from the other side of the table to keep the Commission and Dept on the right track. He thanked the other Commissioners for all their work, while he was on the Commission. He also asked if they were going to give him a "retirement" lunch as previous commissioners got.

7. (ACTION) Adjournment
Comm Queen asked, in honor of and appreciation for the work done by Shawn Richard on the Commission, that this meeting be adjourned in his name.
So, this meeting was adjourned at 7:51pm

in honor and appreciation of Shawn Richard

Juvenile Probation Commission >> Meeting Information >> Full Commission

Juvenile Probation Department

October 25, 2003

Agenda

The meeting previously scheduled for October 25, 2003 has been canceled.

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NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm Wed. October 27 2004

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Part of this meeting will be in closed session

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of July 28, 2004 meeting minutes
   (public comments)

3. (DISCUSSION) Chief Probation Officer's Report
   a. Juvenile Hall project update
   b. Juvenile Detention Alternatives Initiative update
   c. Budget update

   (public comments) **explanatory doc: monthly report for July, August, Sept '04

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5. (DISCUSSION/ACTION) Bayview Hunters Point Foundation contract for intensive home based supervision.
   (public comments)

6. (DISCUSSION) Reports
   Program Committee
   Follow up on Ad Hoc Comm on Log Cabin Ranch recommendations
   Committee on Workman's Comp.
   Retreat planning

   (public comments)

7. (ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session.

   Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

   PUBLIC EMPLOYEE APPOINTMENT/HIRING
   Discussion and possible action to forward nomination(s) for position of Interim Chief Probation Officer for appointment by the Mayor. The Interim Chief will serve as the department head for the San Francisco Juvenile Probation Department until the Commission and Mayor act to make a permanent appointment following a national search.

8. (ACTION) Reconvene in Open Session, pursuant to Government Code section 54957.1, and Admin. Code Section 67.10. Vote whether to disclose any or all discussion held in Closed Session (San Francisco Admin. Code Section 67.12(a)), and disclosure of action taken in closed session.
   (public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (DISCUSSION) Announcements, requests for future agenda items (public comments)

11. (ACTION) Adjournment

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October 22, 2004

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NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall Room 400
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:45pm Friday, November 5, 2004

Part of this meeting will be in closed session

AGENDA

1. (ACTION) Roll Call

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

3. (DISCUSSION/ACTION) Bayview Hunters Point Foundation contract for intensive home based supervision.
(public comments)

4. (ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session.

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special

Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

PUBLIC EMPLOYEE APPOINTMENT/HIRING
Discussion and possible action to forward nomination(s) for position of Interim Chief Probation Officer for appointment by the Mayor. The Interim Chief will serve as the department head for the San Francisco Juvenile Probation Department until the Commission and Mayor act to make a permanent appointment following a national search.

5. (ACTION) Reconvene in Open Session, pursuant to Government Code section 54957.1, and Admin. Code Section 67.10. Vote whether to disclose any or all discussion held in Closed Session (San Francisco Admin. Code Section 67.12(a)), and disclosure of action taken in closed session.
(public comments)

6. (ACTION) Adjournment

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November 1, 2004

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Juvenile Probation Department

November 5, 2004 Special Meeting

MINUTES OF NOVEMBER 5, 2004 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall Room 400,
1 Dr. Carlton B Goodlett Place, San Francisco,CA

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1. (ACTION) Roll Call
The Chair called the meeting to order at 5:58pm. Comms Hale, Queen, Chuck were present at the gavel. Comm. Stiglich was absent.

2. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

Rich Perino expressed the concerns of the POA for some of the principles and/or processes of the JDAI, saying it was taking up precious scarce resources in the Dept, and asked for the opportunity to present their case to the Commission. Vicky Riga, photography teacher at LCRS, expressed her concerns for how the courts are dealing with LCRS; not being deliberative about the types of youth that will be referred there. She especially felt endangered by those who would have serious emotional and behavioral issues. The SFUSD program's principal is only there once a month, they have no special ed or ESL instructors there, the psych is there only once a week. She asked what could be done to "standardize" a type of youth that was appropriate for the ranch, and she asked what the Mayor's "blue ribbon committee" was intending to do.

3. (DISCUSSION/ACTION) Bayview Hunters Point Foundation contract for intensive home based supervision.

This item was tabled for lack of a quorum to vote.

(public comments)

4. (ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session.

Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

PUBLIC EMPLOYEE APPOINTMENT/HIRING

Discussion and possible action to forward nomination(s) for position of Interim Chief Probation Officer for appointment by the Mayor. The Interim Chief will serve as the department head for the San Francisco Juvenile Probation Department until the Commission and Mayor act to make a permanent appointment following a national search.

5. (ACTION) Reconvene in Open Session, pursuant to Government Code section 54957.1, and Admin. Code Section 67.10. Vote whether to disclose any or all discussion held in Closed Session (San Francisco Admin. Code Section 67.12(a)), and disclosure of action taken in closed session.

   The Commission reconvened at 7:32pm. Comm Hale moved to not disclose content of the discussion held in closed session, but to announce the action taken. Comm. Queen 2nd. The action was to recommend to the Mayor that Bill Johnston be named acting Chief Probation Officer. The question was called and upon voice vote, passed unanimously, 4-0.

   (public comments)
   There was none.

6. (ACTION) Adjournment

   There being no further business, the meeting was adjourned at 7:35pm.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 416
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm Tuesday. November 30, 2004

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A portion of this meeting will be in closed session

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of Apr, May, June, & July 28, 2004 meeting minutes
(public comments)

3. (DISCUSSION) Chief Probation Officer's Report
    a. Juvenile Detention Alternatives Initiative update
    b. Juvenile Hall project update
    c. Log Cabin Ranch kitchen equipment updates
    d. Budget update
(public comments) **explanatory doc: monthly report for July, August, Sept, Oct '04

4. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

5. (DISCUSSION/ACTION) Approve the Bayview Hunters Point Foundation contract for intensive home based supervision.
(public comments)

6. (DISCUSSION/ACTION) Approve and forward recommendations from the Ad Hoc Committee on Log Cabin Ranch School (LCRS), to the Mayor's Blue Ribbon Committee on LCRS.
(public comments)

7. (DISCUSSION/ACTION) Discuss the need for clear written justifications for decisions reached by the Dept, with regards to budget issues, and request for recommendations for protocols in so doing. As well as protocols for dealing with issues brought up in public comments. (Queen)
(public comments)

8. (DISCUSSION/ACTION) Reports
    Program Committee
    Finance Committee
    Retreat planning
(public comments)

9 (DISCUSSION/ACTION) Convene in closed session, pursuant to Govt Code § 54956.9 and SF Admin Code § 67.8
Conference with Legal Counsel
Existing litigation: in the case of Doe et al. v. City and County of San Francisco et al., United States District Court, Northern District of California, Case No. cv 04 –04914.

(ACTION) Reconvene in open session, pursuant to SF Admin Code § 67.12, and vote whether to disclose any portion of the discussion held in closed session.

JPC 415 753 7870 FX 753 7826

(public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION) Announcements, requests for future agenda items
(public comments)

12. (ACTION) Adjournment

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Nov. 24, 2004

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall Room 408
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:00 pm December 17, 2004

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A portion of this meeting will be in closed session

AGENDA

1. (ACTION) Roll Call

2. (ACTION) Review and approval of November 30, 2004 meeting minutes (public comments)

12-14-04P02:29 RCVD

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (ACTION) Pursuant to Govt. Code 54957.7, announcement of closed session. Convene in Closed Session Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10, to consider:

   PUBLIC EMPLOYEE APPOINTMENT/HIRING
   Interview and possible action to forward nomination(s) for position of Chief Probation Officer (which is the dept head within the meaning of Charter section 3.501), for appointment by the Mayor

   (ACTION) Reconvene in open session, pursuant to SF Admin Code § 67.12, to disclose any action taken, and vote whether to disclose any portion of the discussion held in closed session. (public comments)

5. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

6. (DISCUSSION) Announcements, requests for future agenda items (public comments)

7. (ACTION) Adjournment

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